



# Welcome to 4-H

Thank you very much for your interest in the Greene County 4-H Program. This “Welcome Handbook” is full of valuable information that will help in making your first few years in 4-H a bit easier. 4-H can be a complicated youth organization with many acronyms and a sometimes confusing chain of command. We hope that all of your questions are answered in this folder, or it will help you to find the information you need.

## **WHAT IS 4-H?**

4-H is the largest youth-serving organization in the world. 4-H welcomes youth ages 8-18 who are interested in learning more about themselves, their community, and their hobbies or interests. Clover Kids is the equivalent to 4-H for children ages 5-7. 4-H prepares kids for the future, while making new friends and great memories. 4-H is part is a youth development program of the University of Missouri Extension, a division of the University of Missouri. Youth staff at your local Extension Center is in charge of 4-H programming.

## **THE PLEDGE**

The 4-H pledge along with the American Flag pledge is said at the beginning of each club meeting. Please help your children to memorize the pledge before their next meeting.

I PLEDGE. . .

My head to clearer thinking  
My heart to greater loyalty  
My hands to larger service  
My health to better living  
For my club, my community, my country, and my world

## **4-H COLORS**

The official colors of 4-H are Kelly Green and White. The white symbolizes purity and the green represents live, springtime and youth.

## **4-H MOTTO**

To make the best better

## **4-H SLOGAN**

Learning by doing

## **4-H MISSION STATEMENT**

Missouri is creating environments in which young people are valued and contributing members of their communities.



## **WAYS TO PARTICIPATE**

**Clovers Kids** - This project introduces 4-H to 5 to 7 year olds. (Children must be 5 on December 31st of the program year.) Clover Kids may enroll in Project 481, 482, or 483 only. Clover Kids do not participate in any **competitive** events, contests, or shows. 4-H Clover Kids do participate in the fairs just like a regular 4-H member; however, they **do not** receive placings (1<sup>st</sup>, 2<sup>nd</sup>, 3<sup>rd</sup>, blue, red, white, etc.) Clover Kids may not participate in Horse or Shooting Sports projects, or with large animals. Please see the Clover Kids Small Animal Policy listed in the Clover Magazine for approved small animal projects.

**4-H Club Membership** - For youth ages 8 to 18 on December 31st of the program year. Youth participate in organized 4-H clubs and enroll in project and club activities. Clubs elect officers and plan club programs that include health, recreation and community service.

## **ENROLLMENT**

The 4-H project year is from October 1 through September 30. Members typically enroll in the fall. Membership is open year round; however, there are limits on project participation depending on the time you join. Enrollments are now completed through 4-H Online. The enrollment page can be found here: <http://4h.missouri.edu/join-4h.aspx> We ask that first year members sign up for a maximum of three projects. For help with the enrollment process use the following steps to assure that everything is correct:

1. Include parent and member digital signatures.
2. Include birth date.
3. Include phone numbers (home and parents/guardian work numbers).

## **4-H PROJECTS**

4-H projects are educational and practical and enable youth to learn facts and skills useful in everyday life; learn how to communicate, work and play with others; learn more about educational and career opportunities; learn to be a leader and make new friends; to name a few.

## **COMPLETING YOUR YEAR**

Greene County has recently moved to utilizing the state recognition forms, including the Y620, 4-H Project Record. These forms are located on the State 4-H website under the Recognition tab and are due in September of each year.

Y620 Project Record: <http://4h.missouri.edu/personalgoals.aspx#gsc.tab=0>

Level 1, 2 and 3: <http://4h.missouri.edu/peercompetition.aspx#gsc.tab=0>

Greene County also has a Super 4-H'er award, recognizing members who have participated in a high percentage of club, county, regional and state activities. This application is also due in September of each year and can be found here:

<http://extension.missouri.edu/greene/documents/GREENE%20COUNTY%20SUPER%204%20final%202018.pdf>

Yearly awards are presented at the annual 4-H Recognition Day in the fall.

### **3<sup>rd</sup> to 5<sup>th</sup> Grade Members:**

Complete **Form Y2000** (*The Missouri 4-H Recognition Form Level 1*). These forms are a great start to learning to keep records. Regional award are offered in this division.

### **6<sup>th</sup> to 8<sup>th</sup> Grade Members:**

Complete **Form Y2100** (*Missouri 4-H Recognition Form – Level 2*). The form contents are similar to that of the high school level form used for state wide competition, and will help all members make a smoother transition. Regional awards are offered in this division.



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### **9<sup>th</sup> to 12<sup>th</sup> Grade Members:**

Complete **Form Y2200** (*Missouri 4-H Recognition Form – Level 3*). This form is used for selecting Missouri State 4-H Award Winners who represent Missouri at National 4-H Congress. This form is also used to apply for Missouri 4-H Foundation scholarships.

All three levels of the Missouri Recognition Form can be downloaded from the State 4-H website: <http://4h.missouri.edu/peercompetition.aspx>. Please insert your Missouri Report Form in some type of folder to keep it together and to protect it.

Attending regular project meetings or participating in the fair may not be possible in some cases. Club leaders and project leaders may work with a member on a pre-arranged contract basis to successfully complete the 4-H year.

### **4-H IS A FAMILY ORGANIZATION**

The 4-H member needs the support and encouragement of the family. Parents and other family members can contribute in many ways to the 4-H program. They may help members:

- Determine project goals
- Obtain necessary project supplies
- Carry out work at home
- Maintain records
- Evaluate project work
- Attend meetings
- Participate in events
- Choose to become project leaders

### **4-H NEWS AND INFORMATION**

It is the responsibility of each 4-H member and family to keep current on 4-H activities, events and deadlines. The monthly newsletter, the Clover Connection, contains up-to-date county 4-H information as well as club reports. This newsletter will be emailed to you unless you request it by regular mail. Newsletters are also posted on the Lawrence County Extension website. Links are posted on the Facebook page as well.

For club reports and other information to be included in the newsletter, deliver, mail, fax, or e-mail them to the Extension Center by the 25th of each month. It is best if messages are in writing so that they do not get misinterpreted, lost, or misplaced.

Greene County 4-H also has a Facebook page as well. This page is used for deadline reminders, important announcements and updates, and event activities. Please “like” the page.

<https://www.facebook.com/greencountymo4h/>

### **CLUB MEETINGS**

Each club holds a monthly business meeting in which the members discuss business. Club meetings may sound boring, but it is here that members meet people in their club and decided important issues about recreation, fundraising, community service, and other activities. As they become older, these meetings allow youth to broaden their leadership skills by becoming an officer or committee chair. See the last page of this document for a detailed description of a club business meeting.

### **4-H MEMBER**

4-H membership is available year round to any youth. There may be criteria for participation in certain events and to access financial support. These requirements may be established by the club, county or state.



## **CLUB MEMBERS**

4-H is open to anyone between the ages of 5-18 on December 31<sup>st</sup> of the upcoming year (we call this 4-H age). Your club leader will ask you to fill out an enrollment form each year to be part of 4-H.

## **CLUB LEADERS**

It takes a lot of adult volunteers to make the 4-H program work. We hope that you will consider one of the following roles as a 4-H parent:

**Community / Club Leader** – This leader is responsible for the club and oversees all club activities. This person is the main contact between the University of Missouri Extension Center and the club.

**Volunteer Leaders:** These leaders are parents, grandparents, aunts, uncles, neighbors, etc. that enjoy working with youth. Their responsibility is to lead individual project groups and committees. Each leader is screened and carries University of Missouri liability insurance.

**Junior Leaders:** Junior leaders are young people that assist project leaders and help other members in the projects in which they are enrolled.

Ask the club leader for a new leader packet that will contain a volunteer screening form and other valuable information about being a project leader. Leaders must participate in a mandatory Volunteer Orientation to serve in a leader role. Trainings are offered online or face to face throughout the year.

## **CLUB OFFICERS**

Club officers are members that are learning more about leadership roles. They are usually elected at the September meeting and serve for a one-year term.

**President** – runs the meetings, keeps order, and informs the club of upcoming events

**Vice-President** – runs the meeting in absence of the president, introduces guest speakers, keeps the flags and banners for the club

**Secretary** – keeps a record of member attendance and keeps the minutes in the Missouri 4-H club Secretary's Record Book,

**Treasurer** – keeps financial records for the club and reports the records at each meeting

**Historian** – keeps a scrapbook of member activities for the year

**Song and Game Leader** – leads a song or recreation at each meeting

## **CLUB COMMITTEES**

Some clubs have committees that allow members to have a helping hand in decisions relating to the committees they choose to be part of. Members should sign up for committees at one of the first club meetings of the year (September or October). Committees are a great way to organize ideas outside of the actual meeting. Here are some committees you might find in the county 4-H clubs. There may be others, but here are some basics:

**Fundraising** – this committee is responsible for planning and implementing any fundraisers that the club decides to do. Committee members look for ways to raise money for the activities of the club

**Recreation** – this committee presents ideas to the club about what, where, and when to do recreation

**Community Service** – this committee coordinates a list of community service activities for the club to do throughout the year

## **PROJECT MEETINGS**

4-H offers over 100 projects for members to choose from, ranging from aerospace to clothing and foods to rabbits. Whatever projects the club members chooses they are sure to have fun learning with people interested in the same thing as they are. Check out "The Clover Magazine" for project choices.



Most of the time parents or interested adults will serve as project leaders. In some cases your club may not have someone who can help with projects. If this is the case, talk to your club leader or call the Extension Office to find out if there is a key leader in the county to help your child. During a project meeting members meet with other members who share similar interests.

A common question is how many project meetings a member needs to attend. A minimum of six hours of learning or instruction is the goal. As a general guideline, project leaders should plan eight meetings to allow for scheduling conflicts. Each meeting should be 1 to 1 ½ hours long.

### **CODE OF ETHICS**

Believing it is in the best interest of all 4-H members to maintain a reputation of integrity, and to present a wholesome and progressive image, the County 4-H Council sets forth the following regulation:

*“4-H members and their families are expected to conduct themselves according to the best traditions of their organization. Inappropriate conduct (drinking, using illegal drugs, stealing, vandalism, and indiscreet behavior) will not be tolerated.”*

Any violation of this rule will be grounds for asking the member and family to leave the 4-H activity.

### **COUNTY 4-H COUNCIL**

The 4-H Council serves as the policy-making body for the county 4-H program. Events and activities are planned and conducted through the council.

Each 4-H club has two votes on the council. Each club should send at least two of representatives; as voting delegates to represent the club during business meetings. All 4-H members, leaders and parents are encouraged to attend and contribute to the meetings.

Meetings are held monthly on the third Thursday night of each month. Leaders are also emailed a reminder of the meetings in advance. Meetings are subject to change with notification at least one month in advance. A copy of the Constitution and By-laws of the Greene County 4-H Council are available from the Extension Office. It is the responsibility of the club's council representatives to report to the club on issues before the council.

Greene County also has a Teen Council group that meets at the same time and location as the adult Leader's Council. Any teen 4-H member age 13 and over is eligible to participate. Teen Council members plan and conduct community service and organization activities, including the County Recognition Night.

### **COUNTY CONTACT INFORMATION**

Karla Deaver, 4-H Youth Development Specialist, [deaverk@missouri.edu](mailto:deaverk@missouri.edu), 417-466-3102, is the contact person for Greene County. Karla's office is located in Lawrence County in Mount Vernon. Karla's office is the head of the county when it comes to 4-H information. If you have 4-H questions or problems that you need answers for, please feel free to call this office. The office is open 8:00 a.m. to 5:00 p.m. daily. If we do not have an answer, we will find one for you. Please stop by or call the Extension Office at anytime to ask questions or gain new information. We also have a copy of all project materials in our office that you can check out if you do not have a copy.

### **4-H INFORMATION REFERENCES**

The following are websites that could help when looking for 4-H materials and information.

\* Greene County web page: <http://www.extension.missouri.edu/greene>

\* Lawrence County web page: <http://www.extension.missouri.edu/lawrence>

\* Missouri 4-H web page: <http://4h.missouri.edu/>



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\* National 4-H web page: [www.4-h-usa.org](http://www.4-h-usa.org)

\* National 4-H Council web page: [www.fourhcouncil.edu](http://www.fourhcouncil.edu)

## **COUNTY ACTIVITIES AND TRIPS**

### **Health Relays (October)**

Health Relays are a field day type of event that is hosted by the Bois D' Arc Braves 4-H Club. Join us at the Ash Grove City Park for a fun afternoon with games that may include the haybale hurdle, softball throw, wheel barrow race and more. Wear comfortable clothes and shoes that you can run and play in. Awards are given by age group.

### **Greene County 4-H Foundation Pie Auction (October)**

This fund raiser is held annually to raise funds to support 4-H. 4-H families provide baked goods for auction.

### **Regional Energizer (January of each year)**

This workshop is for leaders and members in Lawrence County along with other counties in the Southwest Region. At this training, families participate in officer training, leader training, information sessions, and general sharing sessions.

**Share the Fun (March or April)** This is the 4-H version of a talent show! Acts may include talent or skits, and may also be individual or done in groups. Clover Kids and members are eligible to participate. Each act should limit their time to 10 minutes.

### **4-H Fashion Revue (late April or May)**

This is an opportunity for members in the 4-H Clothing Projects to show-off their garments. The classes are: Junior Revue - ages 13 and under; Senior Revue - 14 and older; Clothes You Buy; Knitted Garments; and Crocheted Garments. Category winners are selected to compete at the state level. Fashion Revue is held in conjunction with Personal Presentations Day.

### **Personal Presentations Day (late April or May)**

This event provides members to participate in a lot of learning activities. 4-H members will have the opportunity to participate in personal appearance, enhance judging skills, communication activities and many more.

### **4-H Demonstration Contest (late April or May)**

This contest is designed to encourage 4-H members to organize a topic and teach it to a group. The 4-H member may choose any topic. Age categories (age on December 31<sup>st</sup>): Junior Division – 13 years and under; Senior Division – 14 years and older. Winners are invited to participate at the Missouri State Fair in August. Demonstrations are also held in conjunction with Personal Presentations Day.

### **4-H Public Speaking Contest (Late April or May)**

Open to any 4-H member. Age categories (age on December 31<sup>st</sup>): Junior Division – 13 years and under; Senior Division – 14 years and older County winners are invited to participate in the state contest held in Columbia in September. Public Speaking is also held with Personal Presentations day

### **4-H Camp (June)**

We have two member camps for 8-13 year olds, one teen camp for 13-18, and two Clover Kids camps for 5-7 year olds and a parent. It is held at Roaring River State Park and includes 4-Hers from surrounding counties. Counselors are trained to conduct camp activities with adult supervision. Application is due May 15 of each year



## **4-H Fair (June or early July)**

The County fair provides an opportunity for youth to showcase their completed projects. Members can exhibit projects in the youth arts building in as well as livestock, horse and dog. The dog show is usually held at a separate time and location from other 4-H fair events.

## **State 4-H Opportunities**

For information on 4-H state events, contests, scholarships, leadership opportunities for youth and adults, global education and international opportunities, refer to the state 4-H publication, the 4-H Clover or contact the Extension Center.

## **TIPS, THINGS TO REMEMBER, AND OTHER INFORMATION**

The following tips are to help you and your family ease into the first year of membership, hopefully making your year less confusing and more enjoyable:

1. 4-H is a family affair; you will get the most out of it if you whole family is involved. Parents, attend meetings with your kids. Both you and your kids will learn a lot.
2. Not one person can do everything. Work as a team to get paperwork in, meet deadlines, and do project. Remember it takes parents and leaders who are willing to volunteer to get the job done.
3. Take pictures of everything you do. Not only will these become nice mementos to remember 4-H, but you will also need them when filling out the end of the year paperwork.
4. To complete your end of the year ask your club leader for a recognition form. This form will assist you in capturing your experiences and will also be used for awards.
5. Each 4-H member should plan to give a demonstration, illustrated talk, or speech at some time during the 4-H year. Some clubs give project demonstration while others give individual demonstrations. This experience will allow members the chance to grasp skills such as public speaking, organization, preparation, etc. In this "Welcome Packet" you will find a tip sheet on demonstration and a demonstration planning guide.
6. 4-H business meetings follow Robert's Rules of Order. This allows meetings to run smoothly and most of the time without problems.
7. In June you are encouraged to participate in Achievement Day and the County Fair Livestock Show. You are encouraged to take at least one indoor project that tell about or show what you have learned throughout the year. Start planning at your first project meeting items you might like to take to the fair.
8. Participation is the key to 4-H. The more that a member does the more that the member and their family will get out of the program. As a 4-H family you are invited to participate in all county and club activities, along with other activities offered at the state and national level. These opportunities are included each month in your 4-H newsletter called the Clover Connection.
9. Be sure and ask questions, we are excited about your interest in 4-H and want you to have a rewarding and successful experience.
10. Have fun!



## 4-H Terms

**Achievement Day** – is a day filled with activities and events that allow youth to demonstrate skills and enhance learning. Typical activities held during achievement day include demonstrations, public speaking, personal appearance, project judging, fashion review and skill-a-thons.

**Activity Leader** – volunteer leaders, who plan, lead, assist or organize activities for meetings, groups, etc.

**Agenda** – a plan for local 4-H group meetings. An agenda, planned ahead of the meeting, allows officers to prepare for their respective roles at the meeting.

**Camp** – a personal development and life skills building experience for youth and adults. There are two types of camps: 1.) residential camps where lodging is available and 2.) day camps that focus on a specialty area and do not provide overnight lodging.

**Clover Kids** – is a non-competitive program for members 5-7 years of age. Clover Kids participate in various county activities for participation ribbons only.

**Clover Magazine** – This magazine, also available as a free download on the State 4-H website, provides valuable information about 4-H projects, activities and guidelines. (see 4-H Clover).

**Club Leader(s)** – an adult volunteer or group of volunteers who are responsible for the general operation and coordination of the club.

**Club Meeting** – monthly meeting for 4-H members and typically contain three parts, business meeting, program and recreation.

**Club Year** – a club year is from October 1 to September 30.

**Code of Conduct** – a contractual agreement accepted by 4-H volunteers and/or members to guide behavior during involvement in Missouri 4-H programming.

**Collegiate 4-H Club** – an organized 4-H group of students enrolled at a university or college. Collegiate membership does not give a student membership in the Missouri 4-H program.

**Community 4-H Club** – a 4-H group organized with officers and a planned program that meets over several months of the year in a local community or school.

**Community Groups and Organizations** – other community groups, agencies, and organizations that may work closely with the 4-H youth program on special programs, projects, or activities. Among groups assisting the 4-H program are United Way, local businesses, bands, and other special funding groups.

**Community Service Project** – a 4-H activity where 4-H members make a contribution to the local community through various projects. Groups choose a project based on a local community need.

**County 4-H Council** – the purpose of the 4-H Council is to establish policies, coordinate activities and plan and promote county 4-H programs.

**Exhibits** – an object or display designed to help a member show what he or she has accomplished. Both the county and state provide opportunities for 4-H individuals or groups to display their skills and



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achievements through exhibits.

**Executive Committee** – officers of local 4-H groups. The committee plans and often makes recommendations to the total group.

**Experiential Learning** – takes place when a person is involved in an activity, looks back at it critically, and uses this information to perform another activity. (Do-Reflect-Apply) 4-H youth programs promote life skill development through experiential learning.

**Field Day** – an event for local groups or counties that might include races, athletic competitions, and poster contests. The event is generally competitive.

**4-H Clover** – yearly 4-H publication that outlines information about 4-H, projects, activities, state contests and events, and exhibit requirements.

**4-H Member** – a youth who has enrolled in a 4-H learning experience between the ages of 8-18 on December 31 of the program year. Learning experience may be club, special interest group, school enrichment, or individual.

**Health Relays** – See Field Day

**Illustrated Talk** – a presentation supported by charts, pictures, or models; tells the audience about an idea or how to do something.

**Exchange Programs** – a variety of international programs available through 4-H. Exchange programs allow travel to Japan, Europe and South America. The program provides individuals or groups with cross-cultural experience and international understanding. Those visiting in a country stay with host families, usually families involved in 4-H. Individuals and families may also host youth from foreign countries who visit here.

**Judging** – a formal process for helping 4-Hers learn to recognize quality, develop skills in decision making, and express orally the decisions they made and reasons behind them. Judging may involve contests such as livestock, horses, meats, poultry, or other items.

**Missouri State Fair** – opportunities at the state level that include project exhibition in both livestock and indoor classes. Entries for indoor exhibits are selected on the county level. Demonstrations are also selected, at county demonstration contest, to be presented at the State Fair. The demonstrations allow 4-H members to perform in front of the State Fair visitor audiences.

**National 4-H Center** – located in Chevy Chase, MD, the center hosts many national 4-H events and activities.

**National 4-H Supply** – a supply house where members and volunteers can order 4-H clothing, materials, gifts and supplies.

**National 4-H Week** – the first full week in October. Counties and clubs may use this week to promote 4-H in their schools and community.

**4-H Newsletter** – a monthly newsletter sent to all 4-H families. The purpose of the newsletter is to inform 4-H members of the opportunities available on the county, state and national levels.

**North Central Regional Volunteer Leaders' Forum** – an annual training conference for 4-H leaders held in one of the states. The Forum provides study and a chance to share ideas across state lines.



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**Officer Training** – a county or regional event for officers of 4-H groups to learn about being an officer and the duties of the respective offices participants will be holding for the year.

**Organizational Leader** – see Club Leader

**Personal Presentations Day** – see Achievement Day

**Project** – a method for teaching members skills and subject matter in a given area. A variety of topics are offered. Members share in setting goals, making decisions, learning, and evaluating through projects.

**Project/ Helper Guides** – publications that assist leaders in helping youth fulfill project and other activity goals.

**Project Leader** – the 4-H volunteer who teach skills and subject matter in a given project area.

**Project Meeting** – a meeting of a small group of 4-H members focusing on a specific project area that is based on information youth need to complete their project work.

**Project Records** – forms for members to start at the beginning of their project to identify goals and what they want to learn and then to be completed at the end of their project work.

**Public Speaking** – a talk prepared by a 4-H member and given to an audience on a selected topic.

**Recognition Form** – a form where 4-H members summarize project experiences and what they have learned through their project and other 4-H experiences.

**Recognition Program** – event in which county 4-H awards are presented to individuals, groups, and leaders (may also be called Awards Banquet or Recognition Night).

**Reflections** – a chance for solemn reflection of a nonreligious nature often at a local group or camp.

**Regional Energizer** – workshop that includes different classes where members and leaders throughout the specific region come together to learn. Sessions that may be offered are officer's training, community service, integrating recreation into a club, among others.

**Residential Camp** – where 4-H members stay in cabins or other lodging. There are a variety of different camps including 4-H Camp, Teen Camp, and Aerospace Camp.

**School Enrichment** – groups of youth receive a series of learning experiences during school hours planned in cooperation with school officials and supported by Extension faculty and staff or trained volunteers including teachers.

**Share the Fun** – the 4-H version of a talent show.

**Show Me Quality Assurance Program** – is an educational program for youth in livestock projects, with the purpose to increase knowledge and awareness of food quality issues related to animal production. 4-H members exhibiting production animals at the Missouri State Fair are required to attend this training.

**Single Interest/Special Project Club** – 4-H group organized for a specific learning experience.



**State 4-H Contests** – some 4-H projects have state competitions. Refer to your Clover magazine for more information.

**State 4-H Council** – is made up of four regional representatives 14 & over from each of the six regions. Council members help plan and carry out State 4-H Congress and Teen Conference. They represent Missouri 4-H at national, regional and state events donating volunteer hours at the Missouri State Fair, state contest days and other 4-H events.

**State 4-H Events** –events that provide youth the opportunity to meet new people, learn new things and enhance skill development. Refer to your Clover magazine for more information,

**Youth Leader** – a teenage 4-H member that has previous 4-H experience who provides support or leadership for an activity or project in the 4-H program.

**Volunteer Orientation** – an orientation program for adults who wish to become a volunteer in the Missouri 4-H program. This is a one time requirement.

**Volunteer Screening** – Volunteers are required to complete the *LG639 Missouri 4-H Annual Background Check Consent Form*, a background check and a personal interview.



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**Sample**  
**4-H Club Meeting Program**  
**(First Meeting of the Year)**

Place: Community Center

Date: October 1, 2015

Time: 7:30 p.m.

|   | Person(s) Responsible  |
|---|--|
| Activity for Early Arrival  | Joan Miller  |
| <b>Business Meeting</b><br>Call to Order, opening exercise, pledges<br>Songs – “4-H Friendship Song”<br>Roll call: What I Liked Best About My Project<br>Reading and approval of minutes, correspondence<br>Treasurer report<br>Report of committees<br>Report of project groups<br>Old Business<br>New Business <ol style="list-style-type: none"> <li>1. Election of officers</li> <li>2. Select club activity for next year</li> <li>3. Appoint committee for Halloween treasure hunt</li> <li>4. Make plans to attend Recognition Night</li> <li>5. New president appoint program planning committee</li> <li>6. Club leader suggestions and announcements</li> </ol> | <b>President</b><br><b>Secretary</b><br><b>Treasurer</b><br><b>Member reports</b>            |
| <b>Program</b><br>Project demonstrations and/or illustrated talks (educational) <ul style="list-style-type: none"> <li>“My Woodwork Project”</li> <li>“How to Choose a New Project”</li> <li>Health: Award certificates of merit to those who finished first aid course</li> </ul> Club Activities <ul style="list-style-type: none"> <li>Safety: Report summary on home safety checks</li> </ul>   | <b>Bill Rainey</b><br><b>Elizabeth Bell</b><br><br><b>Mary Ray</b><br><br><b>Bob Mullins</b> |
| Recreation - Play games, sing songs   | Nancy Moore  |
| Refreshments  | Bill and Sue White   |

