



Clover Chatter

Sutter and Yuba Counties
142A Garden Hwy., Yuba City 95991 Telephone: (530) 822-7515 Fax: (530) 673-5368

October 2006

Special Points of Interest

- Achievement Night
- Club Officers' Training
- New Record Book System Training
- Clover Chatter Online
- Club Enrollment Fees
- Cookbook Fundraiser



4-H - "To Make the Best Better"

Inside This Issue:

Upcoming Events and Activities	2
ABCs of Personal Development	4
Policy Reminders/Updates	4
"Up Close and Personal"	5
Club Documents Deadlines	5
4-H Club Reports	5
Annual Event Calendar	6
Oct./Nov. Calendar	7

Editors: Isela Valdez, 4-H Youth Development Advisor and Willa Davis, 4-H Program Rep.

CLUB MANAGEMENT

How the 4-H Youth Development Program Works

By Willa Davis, 4-H Program Representative

Have you ever wondered how decisions are made and who makes them for the Bi-County 4-H Program? Does your club run on a democratic system with the youth club officers conducting the monthly meetings? What are the roles and responsibilities of club leaders, the Bi-County Council, and the 4-H staff members? As we begin a new program year, it's appropriate to review the answers to these questions as well as others that you may have been pondering.

As you may know, the 4-H Youth Development Program (4-H YDP) is the youth education component of the University of California's Division of Agriculture and Natural Resources Cooperative Extension (UC DANR). Its purpose is to help youth become productive members of society by developing citizenship, leadership and life skills. This is achieved through hands-on learning projects, events and activities.

ROLE OF 4-H PROGRAM STAFF

At the county level the 4-H YDP is supported by UC and county staff. The 4-H Program Representative (that's me) provides day-to-day direction, guidance and leadership to the Community Club Leaders and Project Leaders who primarily make up the Bi-County Council.

In our bi-county area, we also have a 4-H Youth Development Advisor, Isela Valdez and a County Director, Mike Murray. Isela is responsible for the academic leadership of the 4-H Club Program, and Mike is responsible for the

supervision and administration of all Cooperative Extension staff and programs. In addition to the 4-H YDP, the Cooperative Extension has Farm Advisors who provide **free** research-based information and assistance to the public about crop, livestock, and pest management issues.

ROLE OF THE COUNTY COUNCIL

Cooperative Extension/4-H YDP staff assign certain responsibilities and authority to the County Council, which provide administrative support to clubs throughout the county.

Under the direction of the 4-H YDP staff, the Bi-County Council helps implement programs and projects based upon the educational goals and standards of the 4-H YDP. They build ways to achieve affirmative action goals and develop a management team that represents the diversity of the community.

The Bi-County Council is characterized by a membership representing all 4-H volunteers and senior youth members (9th grade and up). Councils outline committee organization and responsibilities carried out by its members.

ROLE OF CLUB LEADERS

The 4-H YDP staff set the program's educational goals and standards, then train volunteer leaders to deliver the program at the county level.

At the club level, there are Community Leaders and Project Leaders. Community Leaders oversee the operations of the club within (cont'd on pg. 3)



Club Management (cont'd from page 1)

their geographical jurisdiction. They **do not** run the club meetings. They **do train** youth club officers who conduct club meetings, and they help train and coordinate the volunteer leaders who comprise the team that provides support, guidance and direction to 4-H members and the club.

Project Leaders are volunteers, 18 years or older, who are 4-H parents and other caring adults who have skills to share with youth through "learn by doing" activities. They work with the Community Leader to plan and assist club members in implementing activities *they have decided as a club to do*. They also help members establish goals and plan their project work. Additionally, they plan a sequence of learning experiences so that the project appeals to beginners and more advanced learners, and create a welcoming place for new as well as for re-enrolling members and their families.

Other club leaders include Activity Leaders, Resource Leaders, and Other Leaders who provide assistance with specific events, activities or duties for club and Council matters. **All volunteer leaders must be certified** (see certification process on pg. 2), and possess or are willing to develop patience, interpersonal relations skills, and enthusiasm to foster the growth of youth.

ROLE OF CLUB OFFICERS

Successful club meetings depend on leadership from effective officers. 4-H club officers are elected by their club members, not appointed by club leaders. This serves the following purposes: Members 1) learn about and participate in elections; 2) learn to be responsible to their group, develop leadership skills, and practice basic parliamentary procedure (parli pro); and 3) establish ownership in their club meetings.

The following briefly describes the officers that are usually elected and what functions they perform. **The club leaders do not perform these functions.**

President: prepares an agenda and presides at all meetings. Understands and follows basic parli pro.

Vice-President: Presides over meetings in the absence of the president. Serves as chair of the Program Planning Committee. Coordinates committee work.

Secretary: Keeps complete and accurate minutes of each business meeting. Writes club correspondence. Records attendance of members and leaders.

Treasurer: Handles club money. Prepares and reports monthly accurate and current financial records.

Reporter: Writes interesting and accurate reports of club meetings and activities, and submits them to local media and the 4-H Prog. Rep. for inclusion in newsletter.

Recreation Leader: Plans and leads recreation at each meeting. Plans special events and parties.

Other Officers: Sergeant-at-Arms, Historian, etc.

How does your club work? Talk to your Community Leader about needed changes.

How Successful Is Your Club?

Successful clubs result from all members and leaders working together. They use five phases of learning: getting acquainted, setting goals, taking action, measuring progress, and recognizing members' achievements. The following is a checklist to help determine how well your club is doing. Remember, the 4-H Program Representative is happy to help Community Leaders train, coach and mentor their adult leaders and youth club officers *"to make the best better!"*

CLUB EFFECTIVENESS CHECKLIST

Specific Activity	Yes	No
* Is the club a good balance of learning and fun?	___	___
* Are meetings held at regular times, convenient for all or most of the members?	___	___
* Do all members know each other or are provided opportunities to mix well and learn about each other?	___	___
* Are meeting rooms arranged so people are comfortable and feel part of the group?	___	___
* Do meetings include getting acquainted activities/recreation, business, and project work and/or another education program?	___	___
* Does your club hold at least one business meeting per month?	___	___
* Do your club's business meetings follow a regular order of business?	___	___
* Do meetings follow basic parliamentary procedure and flow in an orderly fashion?	___	___
* Do members pay attention at meetings and is excessive talking kept to a minimum?	___	___
* Does your club own or have access to 4-H and American flags so the Pledge of Allegiance and 4-H Pledge can be made at meetings?	___	___
* Does your club have and follow an up-to-date constitution?	___	___
* Are members able to "learn by doing"?	___	___
* Are officers and other members involved in planning and conducting meetings and activities, <i>with minimum adult intervention</i> ?	___	___
* Are activities/projects done by the club interesting and challenging to both junior and senior members?	___	___
* Do senior members <i>help</i> , not inhibit, junior members? (Are jr./teen members <i>given an opportunity to help</i> ?)	___	___
* Are main points of the county 4-H newsletter announced/discussed at each meeting?	___	___
* Does your club regularly promote 4-H in a positive way?	___	___
* Does your club recognize its members' positive points in many ways?	___	___
* Will kids be better off because they were members of your 4-H club?	___	___

ABCs Of Personal Development

The following are the categories and examples of projects, events and activities for which you could earn points in the **NEW RECORD BOOK SYSTEM**. **Attend training on this new system on 10/12/06 AND 11/9/06 at 6:00 pm at the 4-H Office.** Also, review the new 'Record Book Manual' and access the new 'Personal Development Record' forms by going to: <http://ca4h.org/4resource/forms/index.asp>

PLEASE NOTE: Attendance at **80% or more Community Club and Project meetings** is still required for any achievement rank.

1. **4-H Projects Completed:** Which projects did you complete this year? It is a requirement that an "Annual Project Report" be completed and included in your folder for each project you complete per year.
2. **4-H Project Skill Activities:** Did you judge a Club Judging Contest, exhibit a project at County Fair, or participate in a showmanship event at State Fair? If so, count points here.
3. **4-H Events Attended:** Attendance that are authorized 4-H events (other than club & project meetings), such as: State Leadership Conference, WHY Conference, State Horse Classic, among others, earn these points.
4. **Leadership Development:** Involvement as a club officer, committee chair or member, jr. or teen leader, planning a 4-H group activity, or completing a leadership development project makes you eligible for these points.
5. **Citizenship/Community Service:** List all the great work you do individually or with your club or project for your community and earn these points.
6. **Communication Skills:** Making presentations, speeches, radio/TV appearances, writing newspaper articles, and representing 4-H in other ways count here.
7. **Honors and Recognition:** Only the highest awards (1st place) are counted in this category, such as earning County Winner, Best of Class, Emerald Star, etc.
8. **Lifestyle Activities:** School, sports, church, music, dance lessons, etc. earn these types of points.

ONLINE ACCESS

Have a computer? You can access the new 4-H Record Book Manual and forms, AND view and subscribe to the Clover Chatter online by visiting:
<http://cesutter.ucdavis.edu/newsletterfiles/newsletter737.htm>

Call Michele at the 4-H Office to let her know that you have subscribed to the newsletter online so she can remove your name from the distribution list.

We thank you and a tree thanks you!

POLICY REMINDERS AND UPDATES

It is against the University of California Division of Agriculture and Natural Resources' (UC DANR) Affirmative Action Policy to discriminate against persons with disabilities. All the UC DANR programs, including 4-H, are also under mandate of the federal government, by authority of the Americans with Disabilities Act, 1991, to ensure that our programs are accessible to persons with disabilities. UC DANR policy addresses any individual with a disability who is connected with the 4-H program: a youth, a parent, a volunteer or committee member, 4-H staff or office staff person.

DISABILITY: A disability is defined as a physical or mental impairment that substantially limits one or more major life activities of such individual, a record of such an impairment or being regarded as having such an impairment.

CONDITIONS WHICH NOT ARE PHYSICAL OR MENTAL IMPAIRMENTS, SUCH AS:

- Eye or hair color, height, weight, left-handedness, muscle tone, pregnancy, obesity.
- Advanced age.
- Poor judgment or quick temper.
- Poverty, lack of education, or a prison record.

Cookbook Fundraiser

Do you have any '4-Her's Favorites' recipes? How about 'Old Time 4-H Classics'? If so, we want them! Please send your favorite recipe immediately to Erin Cucchi, coordinator of this bi-county fundraiser. Erin can be reached at (530) 755-3585 or by e-mail at erin-cucchi@yahoo.com. We need about 20 recipes from each 4-H club. Thanks for your help in raising funds for scholarships, awards, and other items that support the development of our youth.



FOOD FOR THOUGHT

"Self-Concept" Truths

"It is the truth that I am special and unique; there is no one else like me in the world."

"Because I am important, I have the duty to 'help' and 'not hurt' myself and others. I show this by the way I choose to act."

"I am responsible to 'watch' my actions to make sure I'm remembering the truth that I am important (and so are others) and I'm responsible to treat myself in helpful ways."

Grow with Guidance, 1993



Up Close and Personal With Suzanne Herboldshimer and Julie Stone

Suzanne Carter Herboldshimer serves as the Community Leader for the Bi-County Guide Dogs. She started in the 4-H Program 18 years ago when her own children joined. She became a leader for the Rabbit project when they needed one because *"that's what we do."* She has stayed in the program because it's fun, it's a way of making a difference in the lives of children, and because there's nothing better than watching kids grow while they're having fun. Today, she gets to watch them have fun while playing and training puppies for the Guide Dog program.

Suzanne states that the most important characteristics a volunteer leader can possess or develop is the enjoyment of working with youth. They also need to believe in the basic foundations of 4-H, specifically developing citizenship, leadership and life skills in youth.

She believes that the most unique feature of our local 4-H Program is that it's a group of parents (and oftentimes, grandparents) who provide a variety of activities whose goal is to provide positive outcomes in the youth of their community. The program provides such a wide variety of projects that there is something for everyone, whether they are interested in traditional projects such as raising animals and vegetables, or exploring newer areas of study such as robotics and photography.

Suzanne's advice to new 4-H volunteers is, *"Ask questions, get as much information from the 4-H Office as you can, and don't be afraid, just do it."*

Julie Stone is the new Community Leader of the Rocky Hills 4-H Club. She's not new to 4-H, however, as she was a member until she was 19 and then, became one of the first project leaders of the Guide Dogs program that her family led. She became a leader and continues as one to fill the needs of the community, whether it be with the Guide Dogs program, or to help her daughter with the Rocky Hill's swine project, or to step in as Community Leader so Christi Putney could spend more time with her ailing mother.

She believes attributes a leader needs include being able to develop leadership in youth, and to teach them responsibility and compassion. Julie states the greatest thing about our 4-H Program is that *"it keeps kids off the streets and offers them something positive to do."*

Her recommendation to other new adult volunteers mirrors Suzanne's, *"Don't be afraid, and believe you can teach a project even if you don't know everything about the subject. Believe you can do it and you'll help kids believe they can, too."*

4-H Club Reports

No news was reported by clubs this month. Please ask your reporters to submit information about your club's great work to Willa Davis by **October 15th** for the November newsletter.

Please Note: As of September 1st, 4-H Club News will include information only submitted by the club's Reporter or Designee. Thanks for your cooperation.

2006 / 2007 4-H Enrollment

The 2006-2007 4-H Program Year began July 1st. Now is the time to enroll youth members and caring adult volunteers. Enrollment forms will be due **November 1, 2006**.

1. All enrollment forms must be turned in by the Community Club Leader.
2. Fees for the 2006 / 2007 Program Year are as follows:

Youth:

Fees	\$17.00
Insurance	\$ 8.00
	\$25.00

Adult:

Insurance	\$ 4.00
	\$ 4.00

CLUB LEADERS: Notify the 4-H office if there are changes in:

- * Leaders, both deletions and additions
- * Location, date and time of Community Club and Project meetings. **(The new location requires issuance of an insurance certificate)**

CLUB DOCUMENT SUBMISSION DATES

September 1, 2006 -

- 2005-2006 Secretary Book
- 2005-2006 Club Program Planning Guide
- Treasurer Book, including:
 - * 2005-2006 club budget
 - * 2005-2006 annual financial report
 - * 2005-2006 club audit/peer review
 - * 2005-2006 club inventory report
 - * June/July 2006 bank statement

REMINDER: 2006-2007 Member and Volunteer enrollment forms will be accepted ONLY when the * items listed above have been received by the County 4-H Office. Thanks for your compliance.

Nov. 1, 2006 - All 2006-2007 Member and Volunteer enrollment forms and fees.

Jan. 1, 2007 - Outreach Efforts Report.

July 1, 2007 - '5 Presentations' list; 'Alfred Garcia Award' nomination, & 'Club Master Roster'.

Sutter/Yuba Counties — 2006/2007 Remaining 4-H Events Calendar

October	National 4-H Week	October 1 - 7
	Sutter County Horse Group Meeting	October 9 @ 4-H Office, 6:00pm
	Leaders Training - New Record Book System: PART I	October 12 @ 4-H Office, 6:00 pm
	Bi-County Council Monthly Meeting	October 12 @ 4-H Office, 7:00 pm
	North Section WHY Conference	October 13-15 @ Camp Tehama, Mill Creek
	New Leader Orientation	October 17 @ 4-H Office, 7:00pm
	Cal Focus & Washington Focus Applications Due	October 20 @ 4-H Office
	Club Leader Officers' Training	October 21 @ 4-H Office, 10:00 am - 2:30 pm
	Achievement Night	October 25 @ Whitaker Hall, 6:00 pm
November	Leaders Training-New Record Book System: PART II	November 9 @ 4-H Office, 6:00 pm
	Bi-County Council Monthly Meeting	November 9 @ 4-H Office, 7:00 pm
	Bi-County Craft Day	November 11 @ 4-H Office, 9:00am - 1:00pm
	Bi-County Presentation Day	November 14 @ 4-H Office, 7:00pm
	State Leaders Forum	November 17 - 19 @ Asilomar
	New Leader Orientation	November 29 @ 4-H Office, 7:00pm
January	Leaders' Dinner	January 11 @ 4-H Office, 6:00 pm
	New Leader Orientation	January 13 @ 4-H Office, 10:00am
	Fashion Revue Workshop	January 14 @ 4-H Office, 1:00pm - 3:00pm
	Bi-County Presentation Day	January 17 @ 4-H Office, 7:00pm
February	Chico Swine Day	February 3 @ CSU, Chico
	Bi-County Council Monthly Meeting	February 8 @ 4-H Office, 7:00 pm
	Bi-County Craft Day	February 10 @ 4-H Office, 9:00am - 1:00pm
	Bi-County Presentation Day	February 13 @ 4-H Office, 7:00 pm
	Chico Sheep & Goat Day	February 24 @ CSU, Chico
March	Bi-County Presentation Day	March 3 @ 4-H Office, 10:00am
	Bi-County Council Monthly Meeting	March 8 @ 4-H Office, 7:00 pm
	Bi-County Goat & Sheep Day	March 24 @ Lindhurst High School, 9:00 am - 3:00 pm
	Sectional Presentation Day	TBD
April	Bi-County Council Monthly Meeting	April 12 @ 4-H Office, 7:00 pm
	Bi-County Fashion Revue	April 14 @ Wheatland Elementary School
	Bi-County Swine Field Day	April 14 @ Yuba/Sutter Fairgrounds, 10:00am - 3:00pm
	Grand National Rodeo	April 7 - 15 (Tentative) @ Cow Palace, San Francisco
May	Bi-County Council Monthly Meeting	May 10 @ 4-H Office, 7:00 pm
	Spring Fair / Presentation Day	May 12 @ Yuba/Sutter Fairgrounds
	State Field Day / Fashion Revue / Presentation Day	May 26 @ UC Davis
	All-Star Applications Due	May 31 @ 4-H Office
June	Record Book Judging Submissions and Judging	June 8 @ 4-H Office, 12:00 noon (submissions deadline)
	Bi-County Council Monthly Meeting	June 14 @ 4-H Office, 7:00 pm
	4-H Camp	TBD
	California Focus	June 22 - 26 @ Sacramento

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
1 National 4-H Week	2 Arboga Browns Valley District 10 Hallwood	3 Able Riders Club Meeting	4 Franklin Club Meeting	5	6	7 National 4-H Week →
8 Yuba Hills Club Meeting	9 Sutter County Horse Meeting Plumas Wheatland	10 Able Riders Sutter Buttes Club Meeting	11 Pleasant Grove Rocky Hills Club Meeting	12 Leaders Training Bi-County Council Meeting	13 WHY Conference →	14 →
15 WHY Conference → Guide Dogs Club Meeting	16 Hi 4-H Club Meeting	17 New Leader Orientation Able Riders Dententer Smartsville	18	19 Barry Club Meeting	20 CAL/WA Focus Applications Due	21 Club Officers' Training
22	23 Live Oak Club Meeting	24 Able Riders Club Meeting	25 Achievement Night	26	27	28
29	30	31 Able Riders Club Meeting				

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
			1 Franklin Club Meeting	2	3	4
5	6 Arboga Browns Valley District 10 Hallwood	7 Able Riders Club Meeting	8 Pleasant Grove Rocky Hills Club Meeting	9 Leaders Training Bi-County Council Meeting	10	11 Bi-County Craft Day
12 Yuba Hills Club Meeting	13 Plumas Wheatland Club Meeting	14 Presentation Day Able Riders Sutter Buttes Club Meeting	15	16 Barry Club Meeting	17 State Leaders Forum →	18 →
19 State Leaders Forum → Guide Dogs Club Meeting	20 Hi 4-H Club Meeting	21 Able Riders Dententer Smartsville Club Meeting	22	23	24	25
26	27 Live Oak Club Meeting	28 Able Riders Club Meeting	29 New Leader Orientation	30		