CHARLES COUNTY 4-H
PROGRAM HANDBOOK
2015

TOGETHER WE MAKE THE BEST BETTER!
4-H is only a click away: Keep up to date
With all the current 4-H information by
subscribing to our one-list. Send an email to:
cc4h-subscribe@yahoogroups.com
and ask to join the group.

For all county programming check it out.
http://extension.umd.edu/charles-county/4-h-youth

Contact our happy staff by phone at 301 934-5404
or by email

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Equal Opportunity Employers and Equal Access Programs

If you need special assistance to participate in the program call 301 934-5404 one week prior to the event.
The University of Maryland Extension, Charles County 4-H program offers exciting club and special interest programs, activities, and events that support learning by doing. 4-H can offer these programs because of our volunteer leaders. This handbook was developed to help volunteers through the 4-H year. The program handbook, secretary and treasurers books are turned in at the end of the year to the county office and placed in your club file.

The county office is open Monday – Friday 8:00 a.m. – 4:30 p.m.

Mailing address: 9375 Chesapeake Street #119
La Plata MD 20646

Our phone numbers are 301 934-5404 or 301 753-8195.

The website is http://extension.umd.edu/charles-county/4-h-youth.
4-H CLUB PLEDGE

I PLEDGE
My Head to Clearer Thinking
My Heart to Greater Loyalty
My Hands to Larger Service and
My Health to Better Living, for my Club, My Community
My Country and My World

THE 4-H MOTTO

“TO MAKE THE BEST BETTER”

THE 4-H COLORS

GREEN – Nature’s most common color is emblematic of Spring-time, Live and Youth!

WHITE – Symbolized Purity and High Ideals

Parliamentary Procedures for Club Meetings

1. Call to Order
2. Pledge of Allegiance and the 4-H Pledge
3. Roll Call
4. Approval of Minutes
5. Treasurer’s Report
6. Committee Reports
7. Old Business
8. New Business
9. President’s Report/4-H Leader’s Report
10. Announcements
11. Adjournment
12. Educational Program/Project Work and Recreation/Refreshments
CLUB PLANS FOR **JANUARY:**

Regular 4-H Club Meeting

Date: Place: Time:

Plan to Discuss at Meeting:

1. New Year Plans
2. Promote and encourage Public Speaking Contest Participating, have members attend Public Speaking Workshop.
3. Have officers attend Officers Training Workshops
5. Encourage older youth to attend Teen Council Meetings
6. Encourage youth to try a new project.
7. Plan Club Awards Program

Business to Cover:

Old Business:

New Business:

Special Program or Activity for the month:
CLUB PLANS FOR *FEBRUARY*

Regular 4-H Club Meeting

Date: Place: Time:

Plan to Discuss at Meeting:

1. Encourage youth to attend Public Speaking Contest
2. Promote a community Service Project
3. Remind about Quality Assurance Requirements for animal projects

Business to Cover:

Old Business:

New Business:

Special Program or Activity for the month:
CLUB PLANS FOR MARCH:

Regular 4-H Club Meeting

Date: Place: Time:

Plan to Discuss at Meeting:

1. Promote and encourage youth to participating in Project Day.
2. Encourage all adults to attend Volunteer Training
3. Encourage older youth to attend Camp Leadership Trainings.
4. Encourage all youth to check on their Quality Assurance Status to show animals.
5. Plan a project workshop for youth.

Business to Cover:

Old Business:

New Business:

Special Program or Activity for the month:
CLUB PLANS FOR *APRIL*

Regular 4-H Club Meeting

Date: Place: Time:

Plan to Discuss at Meeting:

1. Participate in Earth Day Activities.
2. Horse and Pony cards Due May 1
3. Dog Cards due May 1.
4. Encourage older youth to attend Camp Leadership Trainings

Business to Cover:

Old Business:

New Business:

Special Program or Activity for the month:
CLUB PLANS FOR MAY:

Regular 4-H Club Meeting

Date: Place: Time:

Plan to Discuss at Meeting:

1. Promote youth to attend Day Camp.
2. Promote Spring Livestock Show first weekend in June.
3. All Market Sheep, Goats and Swine must be owned by June 1st.
4. Promote Dog Show first weekend in June.
5. Promote Rabbit Show first weekend in June.
6. Have youth follow-up on their Horse Performance Levels.

Business to Cover:

Old Business:

New Business:

Special Program or Activity for the month:
CLUB PLANS FOR JUNE:

Regular 4-H Club Meeting

Date: Place: Time:

Plan to Discuss at Meeting:

1. Promote Day Camp and Overnight Camp.
2. Encourage youth to work on projects for county and state fair.
3. State fair entries due July 1st.
4. Livestock Breeding Animals Registration due July 1st.

Business to Cover:

Old Business:

New Business:

Special Program or Activity for the month:
CLUB PLANS FOR *JULY*:

Regular 4-H Club Meeting

Date: Place: Time:

Plan to Discuss at Meeting:

1. Promote Overnight Camp.
2. Encourage youth to work on projects for county and state fair.
3. Plan club fair booth.
4. Plan summer event.
5. Remind youth State Fair registration is due July 31th on-line

Business to Cover:

Old Business:

New Business:

Special Program or Activity for the month:
CLUB PLANS FOR \textit{AUGUST}:

Regular 4-H Club Meeting

Date: \hspace{1cm} Place: \hspace{1cm} Time:

Plan to Discuss at Meeting:

1. Attend State Fair  
2. Entries due for county fair.  
3. Work on club booth, banner and scrapbook.  
4. Encourage older youth to attend Teen Council Meetings.  
5. Encourage youth and adults to sign up to help at fair.  
6. Conduct workshop on record books.

Business to Cover:

Old Business:

New Business:

Special Program or Activity for the month:
CLUB PLANS FOR *SEPTEMBER*:

Regular 4-H Club Meeting

Date: Place: Time:

Plan to Discuss at Meeting:

1. Attend County Fair and sign-up for contest.
2. Plan display for National 4-H Week (first week in Oct)

Business to Cover:

Old Business:

New Business:

Special Program or Activity for the month:
CLUB PLANS FOR \textit{OCTOBER}:

Regular 4-H Club Meeting

Date: \hspace{2cm} Place: \hspace{2cm} Time:

Plan to Discuss at Meeting:

1. Review County Fair
2. Promote \textit{National 4-H Month}
3. Work on Record Books
4. Encourage everyone to bring a friend to the meetings.

Business to Cover:

Old Business:

New Business:

Special Program or Activity for the month:
CLUB PLANS FOR NOVEMBER:

Regular 4-H Club Meeting

Date: Place: Time:

Plan to Discuss at Meeting:

1. Re-enrollments for 4-H members and adults.
2. Election of officers
3. Plan holiday event

Business to Cover:

Old Business:

New Business:

Special Program or Activity for the month:
CLUB PLANS FOR DECEMBER:

Regular 4-H Club Meeting

Date: Place: Time:

Plan to Discuss at Meeting:

1. Have a holiday event
2. Encourage community service program for the season
3. Officers Installation
4. Steers Registration Due January 1st.
5. Older youth to work on Senior Resume.

Business to Cover:

Old Business:

New Business:

Special Program or Activity for the month:
SPECIAL MEETINGS PLANS

NOTES:

Date: _______________ Time: _______________ Place: _______________

Type of Program or Event: (please list plans on what club would like to accomplish; who, when, where and how)
COMMUNITY SERVICE PROJECTS:  
(may list more than one)

Type of Community Service Project:

Date:

Who attended?

What were the outcomes?

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