



4-H FAMILY NEWSLETTER

RAVALLI COUNTY 4-H

Schedule of Events

FEBRUARY 2006

Sun	Mon	Tue	Wed	Thu	Fri	Sat
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28				



- 2/4—4-H Shooting Sports Helena Shoulder Match •
- 2/14—Horse Committee Meeting, 7pm, in the new Extension Office in the Administrative Center on 4th Street in Hamilton •
- 2/18—4-H Shooting Sports Flathead Invitational
- 2/20—4-H Council 6:30 pm @ Montana Power
- 2/25—Stir-ups Cooking Contest, 9-1:00pm, Hamilton High School Home Economics Room
- 2/25—Leaders' Forum at Loon Lake
- 2/28—2006 Rec Lab deadline for registrations—must be received in Deer Lodge by this date.



Schedule of Events March

- 3/1-4—WRLF Salt Lake City
- 3/4-5—Shooting Sports State Tournament in Bozeman
- 3/17-19—2006 Rec Lab in Deer Lodge (Powell Co. HS)
- 3/20—4-H Council –Election Room
- 3/31—Registrations for District One Teen Retreat due in Kalispell

MARCH 2006

Sun	Mon	Tue	Wed	Thu	Fri	Sat
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	



Schedule of Events April

- 4/1—Carnival
- 4/7-9—District One Teen Retreat, Loon Lake
- 4/30—Submission deadline for 2008 4-H Calendar Story Contest
-

APRIL 2006

Sun	Mon	Tue	Wed	Thu	Fri	Sat
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

The date, time, and location of any of these scheduled activities are subject to change. If you have any questions, please call the Extension Office for updated information (375-6245).

All items for the next months' newsletter must be submitted by the 15th of each month and be limited to one-half page. Newsletter items can be emailed to 4-H_news@earthlink.net or delivered to the extension office.

4-H Council January meeting Highlights

The council met January 16 in the election room of the courthouse. The major topics of discussion included livestock committee concerns and recommendations and the future of the hamburger stand.

Sharon Schroeder reported on the status of the livestock scale purchase or repair. At this time no firm decision has been made. Concerns were voiced regarding hog weigh-in and animal identification. Livestock is looking into new ways of tagging or tattooing to ensure correct animal identification at the Ravalli County Fair.



The council discussed project record books and if they should accompany livestock projects. There is mixed feelings among the council and livestock committee if the record books should accompany livestock projects and be used for interviewing judging. No decision has been made and both the council and livestock committee will continue discussions.

The new conference building at the Ravalli County Fairgrounds has sparked in depth debate over the future of the 4-H hamburger stand. The new kitchen facility at the fair will pose challenges to the 4-H menu, as the layout will not provide for easy hamburger preparation or customer service. There are thoughts of changing the menu, seating, and overall process of the hamburger stand. The council would like to encourage any and all members to provide the extension office or council with new ideas for the hamburger stand.

Stir-ups competition is on track for February 25 at Hamilton High School. If you have any questions contact the Extension office. The constitution and policy committee will meet on Jan 25th to revise both documents. A memorial was submitted in memory of Vernon Woolsey, a long time 4-H supporter and local agriculturalist. The meeting was very productive and adjourned at 9:30pm

A Farewell from Kathy Hammer

My professional career with MSU Ravalli County Extension has been exciting, challenging, fulfilling and fun! However I feel it is time for me to move on. My last day with Extension will be March 31, 2006, ending a 15 year commitment to the people of Ravalli County. I thank all the wonderful 4-H leaders and members I have been working with over the years. It has been a great 15 years!

Kathy Hammer

2008 4-H Calendar Story Contest - Get Your Entries in Now

Have Your Story Featured in the 2008 National 4-H Calendar!

National 4-H Supply Service wants to hear about your favorite 4-H project and why it is meaningful. Your story could be used in the 2008 National 4-H Calendar. Sending in a submission may even get you a free gift certificate towards your next purchase of merchandise from the 4-H Source Book!

The 2008 calendar theme is "My Favorite 4-H Project". It will be up to 4-H members, volunteers, parents, staff and partners to furnish the stories that will be featured. These personal testaments must tell the what, when, where, why, and how; so everyone can understand how 4-H projects are meaningful.

One story for each month will be featured in the calendar and the author will receive one \$10 gift certificate towards a future purchase in the 4-H Source Book. Please limit your entry to 125 words due to the space restrictions of the calendar. Don't forget to include your contact information.

Please e-mail, fax or mail your stories to:

Maria Cascioli
National 4-H Supply Service
7100 Connecticut Avenue
Chevy Chase, MD 20815
mcascioli@fourhcouncil.edu
Phone: 301-961-2948; Fax: 301-961-2937

The submission deadline is April 30, 2006.

4-H is a community of young people across America who are learning leadership, citizenship & life skills.

2006 Rec Lab

The Planning Committee for the 2006 Rec Lab wants everyone to know that the registration forms will be sent out around February 1. We will send an email copy in PDF format and also a hard copy in the Thursday packet. Here are the basics so that you can begin preparing for Rec Lab:

1. It will be held in Deer Lodge on March 17, 18, & 19
2. Registration will be at Powell County High School and all participants will be housed at the High School. Bring sleeping bag and mat, towel, swim suit, clean tennis shoes, personal care items and plan for some outdoor activities.
3. Registration cost is \$50.00. Some workshops will have an additional \$2-\$5 fee.
4. Registration is due by March 1. Orders for clothing are due February 28. Hoodies will cost \$30.00; Crew-necks \$20.00 and T-shirts \$12.00
5. There will be a Talent Show.

If you have further questions before or after the registration forms arrive contact:

Powell County Extension Service
409 Missouri Ave.
Deer Lodge, MT 59722
406-846-3680 ext 208

Energy Shares Receives Donation from 4-H Club

During the December 3 Craft Bazaar held in the new gym at Florence School, the **Bitterroot Shooting Stars 4-H Club** offered homemade food to patrons and craft folks as a community service project. The goal of our club was to earn \$400 to donate to the Energy Share Program.

Energy Share is an organization that through donations helps those who may have difficulty paying their heating bills. Our donation to Energy Share goes directly back into our Florence community.

There were many compliments on the delicious chili, fry bread, hot dogs and baked goods. Thank you for supporting us so we can help our community.



The Montana 4-H Wildlife Habitat Education Program (WHEP) is a 4-H youth natural resource program dedicated to teaching wildlife and fisheries management to junior and senior level (ages 8-19) youth in Montana. Participants in WHEP have a greater understanding of the value of land and how it can be managed to benefit many wildlife and fish species.

Mission: *“To foster critical thinking and development of life skills through exposure of various concepts of wildlife management, including: wildlife biology, population management and habitat requirements and enhancement.”*

Participants learn how to:

- Work as a team
- Identify common wildlife foods and which species eat those foods
- Use aerial photographs to judge the quality of wildlife habitat
- Determine which wildlife management practices are best for specific wildlife species
- Write a management plan to meet a landowner’s specific wildlife objectives
- Write an urban wildlife management plan

What Is It?

A nationwide 4-H program to teach wildlife management concepts and principles

An opportunity to meet wildlife professionals

An activity to help develop leadership opportunities

A team of 3 to 4 4-H youth who work together

A 4-level program that goes from county to national levels of competition

Ravalli and Missoula counties are starting WHEP for 4-H youth. Initial activities will include learning from professionals and local competitions. As the program develops in the counties, competition at higher levels (state and maybe national) will be pursued. At this time, we are inviting interested youth to get involved and become part of teams, either one they develop themselves or one that we put together. We are also looking for adults who are interested in being leaders and assistants. Knowledge of wildlife is not required, but an interest in the development and encouragement of youth is.

If you are interested in getting involved, contact either the Missoula or Ravalli County Extension office or Gregg DeNitto (273-4645).

Hamilton Farmers Market

You all are invited to grow vegetables, herbs, fruits and plants to sell at the 2006 Farmers Market on Bedford St. this year. The Market will provide new 4 H vendors with a deal on a booth space as well as tours of the Market and other produce vendors’ farms.

The first Market will be May 6, 2006 and you can plan on selling any Saturday this season. If you are interested in attending, please contact the Market Manager Laura Craig at 961-0004.

Hamilton Farmers Market is held every Saturday from May 6 to Apple Day Oct. 7, from 9am till 12:30pm. at 205 Bedford St in front of the Ravalli County Museum.

We look forward to seeing you there!



NEW RESOURCE LEADERS

Dawn Moore (961-4940) will help all youth interested in the Llama Project.

Christy Searle (207-2601) will help all youth interested in the Miniature Horse Project.

Parents you too can be a resource leader. Do you have a hobby or skill you would be willing to share with youth? Let us get you and the youth who want to learn that skill together. Call 375-6245 Thank You!

Leathercraft for 4-Hers

We have a 4-H Leathercraft leader who is interested in teaching leathercraft to 4-Hers. For more info call 375-6245

Would your club like to make some additional money? You may rent the 4-H cotton Candy machine and sell cotton candy at your next event! Please contact Amy Veltcamp at 777-4949

Calling All 4-H Cooks!!!

Stir Ups Cooking Contest will be Saturday, February 25, 9 - 1
Hamilton High School Home Economics Room

Theme: Beef it Up!

Prizes!

14 and over - Winner goes to State Congress

13 and under - winner receives \$35 camp scholarship

Montana Cow Belles are offering these prizes to all ages for the best beef dish:

\$50 first place

\$25 second place

\$15 third place

\$10 fourth place

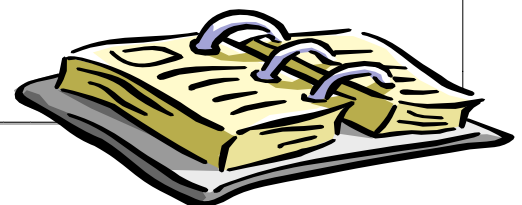
First 12 members to sign up are entered.

Please call Laura DeNitto for more information 273-4645



RECORD BOOKS MADE EASY

Designate a SPOT (stop, please, observe, task), the refrigerator might work, to keep notes for your record book. Each day as you go about your chores, perhaps one is taking care of your 4-H animal, know you will be making note on your SPOT. When you get in from doing your chores go directly to the SPOT where you are keeping record book notes and jot it down an example is "I fed my steer 3lb of oats, 12/12/05" next note might be "I'm starting to halter break my steer", 12/13/05. Just keep it up when the sheet is full or once a month just before your monthly 4-H meeting, take the time to put these note in your 4-H record books. It will take you less than 5 minutes for note taking and maybe an hour each month to put it in your record book. Come fair time you will be so glad you do not to have to spend hours on your 4-H books. JUST "SPOT" IT!



Farewell from Shelley Brown, County Livestock Judging Coach

I am very sorry to have to step down as the county livestock judging coach at this time, however due to some unfortunate personal circumstances I will not be able to continue as the coach this year. Hopefully at sometime in the future I can help with the team again. If there is anyone out there that would like to take over as the coach that would be great. Please contact me or Rob Johnson, if you would be interested in helping out. Thanks to all the kids that I had the privilege of helping and traveling with over the past few years you are all great!

With my regrets, Shelley Brown

QUALITY ASSURANCE WORKSHOP

We are looking for 8-10 Livestock Project teens who are interested in committing to help with the new Quality Assurance Workshops that we are developing. We would like to have work sessions, beginning in February, to develop the program based on Workshops we have taken at various Leader's Forums. Our plan is to have 4-5 different stations covering the different aspects of the Quality Assurance requirements. We are anticipating 3-4 work sessions setting up and gathering the stuff for the workshops. When that is completed our goal is to have 5 or 6 Workshops (depending upon the number of members enrolled in the Livestock Projects) in April and May, and perhaps into June if absolutely necessary. We want teens who are willing commit to all the workshops required. The Workshops will be a fun, hands on event - more than just viewing the movie. Please call if you are interested in participating and will be able to attend all of the work sessions and Workshops. Margaret Yuhas, 273-2989 or Peg Andersen, 273-6618.



The Garden City Rabbit Breeders Show

The Garden City Rabbit Breeders are planning a show on Memorial Day Weekend, May 27 and 28. This has potential to be a huge show with incredible quality champion breed rabbits shown. For more information, please call Helen Eden (rabbits) 363-6252 or Laura DeNitto 273-4645.

FEBRUARY DOG DAYS

For full details: www.geocities.com/ravallidogs

We had an excellent turnout for the skillathon on January 7. Thanks to KariLynn Dowling for putting on the event, and to guest trainer, Sally Zimmerman. Click on past events and photo gallery to view the events and participants online. You have permission to copy online pictures of yourself to use in your record books. Congratulations to the CGC dogs and trainers who made their first group visit to Valley View nursing home in Hamilton on January 7 as well. We already have a dedicated corps of dog handlers emerging in the program this year. The more you participate, the more successful you will be! Questions? Call Kimberly at 961-6936.

Upcoming events: Happy Hearts dog members are signing up for lessons with Gary Kammerer again this winter. Check the listing of dog trainers in your area in the October newsletter and consider this option to start your dog out early and right.

CGC members will be contacted for another group visit. Since you have your ID patches now, you can also make arrangements on your own to visit nursing homes in your area. Be sure to record every visit as an activity in your record book.

Westminster Kennel Club Dog Show: Everyone's homework for February! The show takes place on Feb. 13 and 14 on the USA channel. Check listings for times. View or get someone to record this show for later viewing. This is an excellent method to learn about dog breeds and histories, which is one of your learning requirements this year.

November 10—Ravalli County Horse Committee Highlights

- The MT appaloosa club is awarding a colt in 2006 to an applying recipient. Requirements may be reviewed in the extension office.
- Election of Officers was held with the following results:
 Chairperson - Coral Maxwell
 Vice Chair - Ron Hallock
 Secretary - Ashley Sherman (If she will accept)

NEW BUSINESS

- The horse committee will request a memorial in the name of Leroy Brooks for \$25.00. Rob will send the request to the Executive Council.
- Future Clinics will be set up. A request for clinicians is being sent out.
- There is not a current 2006 Funding report as of yet. Hopefully one will be put together for the December meeting.
- The fair office would like to have our 2006 fair judges by January. Ed will bring a list of names to the December meeting.
- All members will be required to submit their record books to the extension office to be judged this year. This is something that was done years ago and then dropped. The Horse committee feels like it is a good idea and will put together some dates to hold book meetings.

OTHER

- Upcoming events - Belt Buckle Series to be held at the Sapphire Event Center
- December meeting cancelled due to bad weather.



January 12 —Ravalli County Horse Committee—Highlights

- The **Skill-a-thon** did not happen as planned. One may be done in the future if there is interest in leaders participating.
- **Fair awards** were discussed at length. There is still much discussion on how the awards should be collected and awarded. This item was tabled until next meeting.
- **Fair Judges** need to be picked and names supplied to the fair office. Judges are paid \$100.00 by the fair board and an additional \$50.00 by the horse committee. Coral has sent an email out to fellow horse people asking for names for judges and clinicians.
- **Riding meetings** have been set for Tuesday nights. 6 p.m. to 9 p.m. at the Cmax Arena on Bass Lane in Corvallis. The fee to ride is \$5.00 per horse/rider, which covers the arena use. Randy and Coral Maxwell are assisting 4-H members with their projects. All are encouraged to attend. Randy and Coral are also riding Friday nights 6 p.m. to 10 p.m., Saturdays 5 p.m. to 10 p.m. and Sundays 2 p.m. to 6 p.m. at the Sapphire arena. Friday nights there is team sorting and Saturday, reiners are meeting to ride together. The arena is open to the public and Randy and Coral will assist anyone needing help with their horse or riding skills. The fee to ride at the Sapphire is \$10.00 per horse/rider and there is an additional fee if you are going to work cattle in the team sorting.
- For those wishing to get assistance in **English/Dressage** or to have someone to ride with, Ron Hallock rides daily during the week from 3 p.m. to 6 p.m. at the Sapphire is willing to assist with your English needs.
- For those who don't have regular club monthly meetings or just want help with their **record books**. Help will be available the second Thursday of the month at 5:30 p.m. to 7:00 p.m. The meeting will be in the election room of the courthouse. If there gets to be a large enough response each month, guest speakers will be invited. The idea of the committee is to assist all members with their record books and work at completing them. Older members are encouraged to attend to assist younger members.
- The committee would like some **ideas on how to build the 4-H program back up** and get adult and member involvement.
- The **next meeting will be February 14, 2006, 7:00 p.m.** in the election meeting room in the courthouse.

Please Note: What follows are two documents, The Constitution (pp. 9-13) and The 4-H Policy (pp. 14-18) of the Ravalli County 4-H Council which have been recently updated. All changes are shown in italics and in red font.

THE CONSTITUTION

Of the

Ravalli County 4-H Council

PROPOSED REVISION: February 2006

APPROVED:

MISSION:

The Ravalli County 4H Council is dedicated to providing guidance, learning experiences and *instilling* leadership skills to the youth in our County.

ARTICLE I:

The name of this organization shall be the Ravalli County 4H Council, Inc.

ARTICLE II:

The purpose of the Ravalli County 4H Council shall be, to promote 4H club work, while promoting the County program by following the guidelines established by the USDA 4H Office.

The Ravalli County 4H Council provides a forum for 4H leaders, Members, Parents and Youth Professionals on youth policy, educational and financial issues that affect the 4H program.

ARTICLE III:

The membership of the Ravalli County 4H Council shall be all leaders and teen members enrolled in the County 4H Program. Teen members must be 14 years of age as of October 1st of *the* current 4H year.

ARTICLE IV: COUNCIL

1. The 4H clubs in Ravalli County will be grouped into districts of more or less equal numbers of members in each geographical locations. As populations change the districts will be redefined, *jointly by Council and Extension. This will be reviewed every three years, to meet an August deadline in anticipation of October Council Elections.*
2. The *Council* will consist of one (1) adult leader from each district with four (4) additional leaders to serve in the “at large” positions. Two (2) Youth Ambassador representatives are also a portion of the Council and at least one (1) Extension agent will serve in a non-voting ex-officio position. *The Council will* follow the guidelines set forth by the State and National 4H Programs.
3. *Council* members shall serve a three (3) year term that will not exceed two (2) elected terms.
4. Vacancies of unfinished terms will be filled by appointment *from within the vacant district*, with the majority vote *of* the Ravalli County 4H Council.
5. A Nominating Committee (see The Policy, Awards 2.1) shall present names of leaders to fill expired or vacant positions by the July meeting, at which time nominations will be accepted from the

floor or from any 4H leader or member. Upon acceptance: nominations and paper ballots will be *available in the October Newsletter*. The process to enter Ballots for consideration are as follows:

- 5.1 Ballots must be filled out correctly.
 - 5.2 Placed in an unmarked envelope and sealed.
 - 5.3 Place the unmarked envelope inside another envelope and mark the leaders/members name and club CLEARLY on the envelope. This will ensure confidentiality and enables the *Council* to verify voters eligibility. Ballots need to be received by the Extension office by the deadline stated in order to be considered. If the Organizational Leaders wish to collect all the eligible votes for his/her club, the above stated procedure HAS to be followed or the votes will not be counted.
6. A board position may be *in jeopardy* if the board member fails to attend three (3) consecutive meetings a year, without a valid reason. The inactive member shall be contacted by the Ravalli County 4H Council President *to discuss their lack of participation. If a resignation is requested, a majority vote of elected Council Members will be required.*
 7. The *Council* has final authority over all disbursements of the Ravalli County 4H Council monies and fundraisers that benefit the Ravalli County 4H Program.
 8. Situations where financial decisions must be made quickly and can not wait until the next regular meeting, a majority of the Elected Officers may decide to disburse 4H funds which benefit the program. An explanation of such activity will be given at the next Ravalli County 4H Council meeting.

ARTICLE V:

1. The officers shall be: President, Vice President, Secretary and Treasurer. These officers shall serve for both the Council and the Executive Board.
 - 1.1 These officers shall be elected by the Council at the October meeting.
 - 1.2 There is one exception to the elected rule and that is the Treasurer. *They* may be either elected from the Council or *be* an appointed person from outside the Council; this is subject to a majority Council vote.
 - 1.2.1 *If appointed, the position will have no voting privileges.*
 - 1.2.2 *If the previously appointed Treasurer stands for election is voted into office, voting privileges are restored.*

The President shall preside at all Ravalli Council 4H Council Meetings, *formulate* committees and perform other appropriate duties while following Parliamentary Procedures.

The Vice President shall substitute for the President when needed and shall also help to plan for the Council meetings.

The Secretary shall keep minutes of the meetings and submit them to the Extension Office to be recorded in the Minutes book upon approval at the following meeting.

The Treasurer shall be accountable for monthly presentation of reports to the Ravalli County 4H Council Board Meetings summarizing all activity on Council accounts. The Treasurer *will* serve on the Budget Committee and be present at the Livestock Sale.

5.1 Two signatures are required for all checks and ALL Executive Board Officers are expected to be signers on the accounts.

5.2 An annual financial review of all Council accounts will be completed by a Council approved and appointed person. This person shall, preferably, be outside the 4H Program with auditing capabilities and credentials.

A reporter may be appointed by the Council to submit meeting reports to the local media.

Vacancies in office will be filled by current Council Members that receive the majority Council vote.

The Ravalli County 4H Council and Executive Board are required to follow the guidelines set forth under

The Emblem of 4H. If actions by an officer or member of the Ravalli County 4H Council or Executive Board fall short of the guidelines, a discussion of the Council and a majority vote of all 14 *Council* members and *with* the Extension *Office* approval, may remove that person from his or her Position. (Please see the “4H Councils and Committees” and “The Name Emblem of 4H” for Guidelines.)

ARTICLE VI: COMMITTEES

1. The President, the Executive Board or Extension Agent may appoint committees when needed to handle an event, activity or special job.
2. The President, The Executive Board or Extension Agent are ex-officio members of all committees.
3. Standing Committees:
 - 3.1 Standing Committees shall be listed on the *enrollment* cards and may be changed as needs arise.
 - 3.1.1 Adoption of policy changes within committees will be a result of a simple majority vote of members present.*
 - 3.2 Standing Committees are sub-committees of the Council which can make recommendations on policies to the Council.
 - 3.3 A representative from each standing committee shall report to the Council on, at least, a quarterly basis *or when policy changes are recommended.*
 - 3.4 Standing Committees will meet to review their policies annually and provide Council a written copy by the January meeting.*
 - 3.5 The *Council* has final authority over all Ravalli County 4H Council Sub-Committees.

ARTICLE VII: MEETINGS

1. The *Council* shall meet monthly with the time, place and agenda published in advance in the 4H New Letter.
2. The agenda and minutes from the previous meeting should be mailed to the Board Members and Organizational Leaders at least one week prior to the meeting.
3. All 4H Leaders, teen leaders and parents are encouraged to attend the Ravalli County 4H Council Meetings and participate in the discussion.
4. A majority may be defined as more than one-half of the *elected/appointed representatives*, present at a Ravalli County 4H Council Meeting.
5. Full Council meetings are the ONLY Council meetings that are open vote meetings for the currently enrolled Teen Members and Leaders in the county to cast their votes on agenda items. At sub-committee meetings the currently enrolled Teen Members and Leaders may vote on agenda items.

ARTICLE VIII: CONSTITUTION AND COUNCIL POLICY

1. The Constitution shall be reviewed each year *by the Policy Committee.*
2. A separate document of the Ravalli County 4H Council Policy shall be maintained.
3. A current copy of the Ravalli County 4H Council Constitution and Policy will be sent to all Organizational Leaders each year.
4. The Ravalli County 4H Council Constitution may be amended or replaced at any one of the Ravalli

County 4H Council Meetings provided the amendments or changes have undergone the following procedures:

- 4.1 Changes to the *Ravalli County 4H Council* Constitution is proposed to the *Council*.
- 4.2 The proposed changes to the Ravalli County *4H Council* Constitution are published in the 4H News Letter.
- 4.3 The proposed changes to the Ravalli County *4H Council* Constitution will be voted on and approved by the Majority of the *Council* present at the next scheduled meetings following publication.

THE POLICY

Of the

Ravalli County 4-H Council

PROPOSED REVISION: February 2006

APPROVED:

GENERAL:

1. The 4-H Year begins October 1 and ends September 30 of the following Year. New members may enroll at any time at the club organizational leader's discretion. However, members must be enrolled by May 1st for Fair Eligibility.
 - 1.1 **Reenrollment deadline is December 31.**
 - 1.2 **A voting delegate on a committee shall consist of teen project members and project leaders currently enrolled in the project, i.e., beef, sheep, goats, etc.**
2. To move from Junior to Senior level the member must be 14 years old by October 1 of the 4-H year.
3. The Policy may be amended or replaced at one of the *Council* Board Meetings, provided the amendments or changes undergo the following procedures:
 - 3.1 Changes to the 4-H County Policy are proposed to the *4H Council*.
 - 3.2 The Proposed changes to the Ravalli County Policy are published in the 4-H Family Newsletter.
 - 3.3 The Proposed changes to the Ravalli County Policy are voted on and approved by the Majority of the *Council* at the next scheduled meeting following publication.
 - 3.4 **Policy will be reviewed annually by (see Constitution).**

DUES:

1. All 4-H Members and Leaders will pay Ravalli County 4-H Council Dues and State Foundation Dues.
 - 1.1 50% of the dues listed on the enrollment card will remain in the Ravalli County Council account and 50% will be forwarded to the State Foundation as Ravalli County's contribution to the State Foundation.

- 1.2 Since the Montana Foundation is the State Organization that funds state and out of state events, Ravalli County members and leaders receive a sizeable quantity of the funds each year. Therefore, every member and leader in Ravalli County will contribute a minimum of \$5.00 each year to the Foundation. This can be funded by individual dues or from the club treasury and is due with the enrollment cards.
 2. Cloverbuds: Dues will be optional.

CLUB REQUIREMENTS:

A Minimum of five (5) youth members, comprised of at least two families, is required for a 4-H Club charter.

Each club should have a Constitution/By-Laws on file at the Extension Office. Club Constitutions shall NOT supersede that of the County or State.

Club separation (When more than 50% of the members form a new club): In the event of irreconcilable differences, The Executive Board will arbitrate. The final decision will be the responsibility of the *full 4H Council*. Clubs disbanding: Any and all funds raised in the name of 4-H will remain in 4-H sponsored activities. Any disputes or lack of a plan for disbursement of club funds is subject to arbitration by the *4H Council* and their decision will be final.

ORGANIZATIONAL LEADERS:

1. All organizational Leaders should attend an annual training meeting. Evaluations of club's health and success will be done by club leaders using A Organizational Leaders Report Book @ page titled A Goals For Measuring Club Accomplishments". The club may also determine goals of its own.

PROJECTS:

2. The Official Drop/Add date is May 1st. Any projects not dropped by May 1st are recorded as incomplete if all criteria for the given project are not met by September 30th.
2. Projects may be repeated if desired. Growth and Learning are the Goals of 4-H.
3. 4-H projects are for the members to complete on an individual basis with supervision of a parent, adult, teacher or leader.
4. County Fair Criteria and Rules are County 4-H Policy and are found in the Fair Premium Book each year.
5. Subcommittee Policies:
 - 5.1 Guidelines for each subcommittee will be on file in the Extension Office and will be made available to each member enrolled in the relevant project group.
 - 5.2 The County Project Guidelines will be developed, updated or amended by the subcommittees with final approval by the Executive Board.
6. Guidelines on file: Phone-a-thon, Livestock, Fair Premium Book, Horse, Archery.

AWARDS:

7. Year End County Awards:
 - 7.1 There is no limit to the number of applications submitted for a 4-H member as long as the member is enrolled in the project.
 - 7.2 Members must *file an application, present completed record books and* attend discussion group in order to be eligible to receive a County Award Pin.

- 7.3 Annual Award Discussion Group/Presentation will be scheduled for the month of October.
8. Special Awards and Trip Selections:
- 8.1 A Committee of at least three (3) leaders from different geographical areas of the County will make up the selection committee, one member of this committee must be on the Executive Board. The Nominating Committee is formed in the same manner.
 - 8.2 A committee will be selected each October to stand for that 4-H year.
9. Memorial funds given to the Council will be used as designated by the donor, if un-designated, the funds will be dispersed at the discretion of the *Council*.
- 9.1 To commemorate deaths in *4H* families, a memorial may be sent to the Foundation upon *Council's* approval.
10. A 4-H Alumni Nomination may be made by clubs. They should select one adult who was a former 4-Her and has since made some contribution of leadership in their community, county or state. The nomination form should be completed by the club and submitted to the *Council*.
11. Meritorious Services Awards, to be selected by the *Council*, may be given to an individual and a business that have been of special help to the 4-H organization.

ACTIVITIES & EVENTS:

12. Drivers for all trips must have a valid driver's license and **proof of adequate liability insurance**. All minors must have a Permission to Travel By Personally Owned Auto or Permission to Travel with Others form and a medical treatment consent form signed by a parent/guardian to ride to any 4-H function.
13. Members must leave and return with the county's delegation/team under the Chaperon=s supervision. Exceptions would be if the activity requires the member to arrive early, or if the member pre-arranges with the chaperon; in which case, the chaperon needs parents/guardians signed permission that the member is leaving the chaperons supervision. A Permission to Travel By Personally Owned Auto or Permission to Travel with Others form will need to be obtained from the Extension Office. Upon completion the original needs to be returned to the Extension Office and a copy will be sent to the chaperon.
14. Out-Of-County Trips are subject to the following:
- 14.1 4-H Members will be required to repay the Council for any non-refundable fee or deposit if the member fails to notify the Extension Office within the stated grace period for cancellations. *An Illness requires a written Dr's note.*
 - 14.2 4-H Members *who* fails to notify the Extension Office with changes made in travel to or from an out of county event will be required to pay their designated share of traveling expenses.
 - 14.3 Travel expense reimbursement will be at the discretion of the Council and according to the following guidelines:
 - a. Mileage rate will be paid at \$.20/mile, only if pre-approved by the Council.
 - b. Reimbursement for lodging, meals, etc., will be determined on a case by case basis prior to the trip.
 - c. If Costs exceed the budgeted amount, expenses may need to be divided between members and leaders that participated in the trip.
 - d. Meals may be reimbursed at a rate of \$16.00 per diem per day. (The daily break down: \$4/Breakfast, \$5/Lunch & \$7/Supper.) *Prior Approval required.*
 - e. Receipts and a completed Ravalli County 4-H Expense Voucher must be submitted to the Council within 30 days of the function.
 - 14.4 The Council will consider and discuss, on a case by case basis, whether the deductible will be paid in case of vehicular damage while on a County Trip.

15. The criteria to attend Congress is as follows:

- 15.1 Delegates may be selected at County competitive events such as Speech & Demo, Stir-Ups, etc.
- 15.2 Selection for Judging Teams will be based on accumulated scores at the competitive events and is subject to a majority vote by the Council.
- 15.3 Alternates for the competitive events, if that member meets the qualifications to attend congress, will be the next highest placing individual.
- 15.4 4-H Ambassadors are entitled to attend 4-H Congress without competing in an event.
- 15.5 4-H members may attend Congress as open delegates one year per Council approval.**

16. The criteria to attend County Camp are as follows:

- 16.1 Camp registration slips will include a parents/guardian's signature.
- 16.2 A chaperon will be responsible for no more than seven (7) campers.

17. FAIR *participation* by a 4H member *shall* only be if the following *criteria* are met:

- 1. 17.1 ONLY 4-H Organizational Leaders may sign Fair entry forms AFTER the Organizational Leader verifies that the members Record Book and projects are up to date and the member is currently enrolled in that project.
- 17.2 Exhibits must be entirely made or cared for by the member.
- 17.3 4-H members must be present for the Interview Judging. If unable to attend, the exhibits must accompany a letter signed by the member, parent and Organizational Leader stating the involvement in the project and the reason Member could not *be* personally interview.
- 17.4 All policies governing the Fair Exhibits will be based on the rules published in the Ravalli County Fair Premium Book each year.
- 17.5 4H clubs will be required to hold at least 10 monthly meetings a year. If a member is committed elsewhere and a family member is present, they will be marked as present. The minutes of the meeting along with the roll call, will be sent to the Extension Office before the next scheduled meeting*
- 17.6 Record Books are due into the organizational leaders by August 1st and will be evaluated for completeness. The member will be signed off if the records are completed to date, if not, they must re-submit the records with their fair entry for re-certification.*
- 17.7 Record Books will follow all of the projects to fair. The member may use the records to demonstrate to the judge what they have accomplished with their project. Failure to comply may result in a ribbon deduction at the judges discretion.*

INSURANCE:

- 3. Volunteer 4-H Leaders are protected in liability situations by the State of Montana, similar to State Employees, when working with 4-H for the MSU Extension Services. Leaders must be regularly enrolled at the Extension Office by January 1.

ALL 4-H Volunteers must have a volunteer application form on file at the Extension Office.

During all out of County Events, members are covered by a minimal Medical Insurance Plan purchased by the Ravalli County 4-H Council. The option is available to purchase additional coverage for local County events.

APPOINTED VOLUNTEER POSITIONS B COUNCIL FUNDED ACTIVITIES:

1. All appointed Volunteer positions shall be selected by the Council through an application process, and receive a majority vote from Council and Extension approval.

Duties for each volunteer will be on file and published when a volunteer position opens.

The 4-H Council may, at times, contract with individuals outside 4-H to provide services.

MONTANA 4-H COUNCIL:

In order to belong to the State Council leaders shall: Pay annual dues as determined by the State Council because the State Council acts as advisor to the State 4-H Office just as our County Council advises the Ravalli County Extension Office.

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FUNDRAISING:

ALL Ravalli County 4-H Clubs MUST participate in the Ravalli County Council Fundraising Events: Carnival, Fair Hamburger Stand. Participation by all members in these fundraising activities assures availability of funds for members to participate in activities of their choice. Such events include: Speech & Demo Day, County Camp, Judging Trips, Congress, Many Other Camps and other activities. EXEMPTION from County Council Fundraisers must be approved by the Extension Office and/or Ravalli County 4-H Council.

The granting of funding requests will be based on recorded participation in county fundraisers.

The Ravalli County 4-H Council shall operate within a flexible budget based upon County Fundraising Events. A Proposed County Council Budget will be decided annually, by the Budget Committee, and presented to the Council for approval at the November meeting each year. This Budget will then be reviewed each Quarter, by the Budget Committee, as Fundraising events bring true numbers to the table. Upon each review, the Committee will submit a report to the Council at the following meeting.

ALL Clubs, Committees, Members and Leaders wishing to raise funds for a particular purpose may only do so with the approval of the Council and the Extension Office.

COUNTY INFORMATIONAL SOURCE:

Each month Ravalli County will generate the 4-H Family Newsletter with the necessary information for upcoming events and activities as well as reports from those activities completed. The Newsletter will be *posted on the web site.*

COUNCIL OWNED EQUIPMENT:

4. The Cotton Candy Machine, Snow Cone Machine, Popcorn Machine, etc., fall under this “Rent or Loan Policy” and will require the following:
- 1.1 All 4-H Groups will put a \$50.00 Cleaning Deposit down at time of pick up. The deposit will be returned when machinery is returned in clean and operable condition.
 - 1.2 Any Property Damages will be assessed and reviewed by the Ravalli County 4-H Council and liability for damages will be determined after a majority vote.
 - 1.3 All Ravalli County 4-H Council Machinery will ONLY be used for 4-H Functions by 4-H Clubs.

GRIEVANCE PROCEDURE:

Any problems that arise need to be addressed first on the project level with all parties present. If the decision of the project committee is not satisfactory to all parties it shall be heard by the overall committee (i.e., Livestock, Small Animal, etc.). If the decision of the overall committee is not satisfactory to all parties, it shall be heard by the Council and their decision will be final.

- 1.1. All grievances will be in writing at all levels of the grievance process.
- 1.2. Written grievances must be received at least one week prior to meetings to assure placement on the agenda.
- 1.3 *If deemed necessary the council retains the right to go into executive session.*

RAVALLI COUNTY 4-H

4-H The Power of YOUth



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