

\_\_\_\_\_ **4-H Program Year  
Club Seal Report**

Club \_\_\_\_\_

Enrollment as of May 1 of the current 4-H year \_\_\_\_\_

President \_\_\_\_\_

Vice President \_\_\_\_\_

Secretary \_\_\_\_\_

Treasurer \_\_\_\_\_

Reporter \_\_\_\_\_

Recreation Leader \_\_\_\_\_

Song Leader/Sunshine Person \_\_\_\_\_

Historian \_\_\_\_\_

Parliamentarian \_\_\_\_\_

By signing this form, we verify that this information is correct.

\_\_\_\_\_  
Club Leader

\_\_\_\_\_  
Date

\_\_\_\_\_  
Club Leader

\_\_\_\_\_  
Date

\_\_\_\_\_  
Club Leader

\_\_\_\_\_  
Date

Please keep this form attached to the front of your club seal application.

# CLUB SEAL - SECTION 1

\*If you are submitting a Secretary's Notebook for evaluation, attachment of Roll Call or minutes to this form is not required, as long they are documented in the Secretary's Notebook. If additional documentation is submitted with this report, please submit in a 3 ring binder or 3 prong notebook.

The following goals must be completed in order to receive your club seal. For each goal not met, the club will be penalized one seal placing.

- 1. Hold at least 10 regular meetings. Number held \_\_\_\_\_.
- 2. A majority (one more than half) of officers receive officer training. Junior Officers may attend to count as officers.

President \_\_\_\_\_

Vice President \_\_\_\_\_

Secretary \_\_\_\_\_

Treasurer \_\_\_\_\_

Reporter \_\_\_\_\_

Song Leader/Recreation \_\_\_\_\_

- 3. Have a club meeting evaluated **OR have the club participate in coaching session(s) that improve the quality of club meetings and attach meeting notes and evaluation form to this report.** This may be completed as a Model Meeting for 4-H Day or an evaluation provided by an agent or other knowledgeable adult not affiliated with the club.

- 4. An official representative attends at least half of the county 4-H Council meetings.

- 5. Improve public awareness of club activities at least 4 times a year through public media (Ex: newspaper articles, posters, radio, Facebook or other public internet postings). List 4 times or ways you provided public awareness.

1. \_\_\_\_\_

2. \_\_\_\_\_

3. \_\_\_\_\_

4. \_\_\_\_\_

- 6. Submit to the Cowley County Extension Office for scoring at the end of the 4-H year at least one of the following: Reporter's Book, Treasurer's Book, Secretary's Book, or Historian's Book.

- 7. Render some service to the Community. Give summary in detail of work done by the club.

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## CLUB SEAL - SECTION 2

A well-rounded 4-H Club should meet several of the following goals. In order for your club to receive its seal, you must have completed the following based on the number of members enrolled in your club. For each goal not met, the club will be penalized one seal placing. Do not count Clover Buds toward your club membership number. The total number of members is taken from [ks.4honline.com](http://ks.4honline.com) as of May 1 of the current 4-H program year.

Total Enrollment as of May 1 of the current 4-H year \_\_\_\_\_  
Number of active members that attended at least 50% of the meetings held \_\_\_\_\_  
\*\*Attach roll call to Club Seal Report.

Please mark the appropriate membership number for your club according to 4HOnline as of May 1 of the current 4-H year.

\_\_\_\_ 5-14 members: complete 10 options

\_\_\_\_ 15-24 members: complete 15 options

\_\_\_\_ 25 or more members: complete 20 options

A club report may be attached describing additional activities, leadership and/or citizenship given to Cowley County 4-H and/or your community this year.

1. Have 2 or more eligible 4-H'ers carry the leadership project or actively participate in Junior Leaders.

Names \_\_\_\_\_

2. Have members compete in two or more sections of Cowley County 4-H Day competitions. List the sections and give the number of participants in each section listed. \*\*Does NOT include serving as a door monitor.

3. Hold a parent-led meeting. Date held \_\_\_\_\_. **Attach minutes.**

4. Have an active 4-H Parent Committee. This committee is responsible for assisting the Community Leader, welcoming new families and helping the club to meet its yearly goals. Names of members:

5. Have three or more 4-H'ers participate in a county/district or state judging contest or judging school. List the contest and names of the 4-H'ers judging:

Names \_\_\_\_\_

Contest \_\_\_\_\_

Names \_\_\_\_\_

Contest \_\_\_\_\_

Names \_\_\_\_\_

Contest \_\_\_\_\_

6. Have an achievement program at a regular or special meeting with public invitation to bring the accomplishments of the club and of the 4-H'ers to the attention of the people in the community. Date held: \_\_\_\_\_. Describe in detail what the club did in the way of recognition for the accomplishments of the members.

7. Hold a club project tour for project share night. Date held: \_\_\_\_\_. Give details in the minutes for that month. **Attach minutes.**

8. Participate in National 4-H Week by presenting a program to explain and promote 4-H at a school, have a window display promoting some phase of 4-H work, or some other activity in which the club is involved in promoting 4-H during National 4-H Week. Give details about how the club was involved in promoting 4-H during 4-H Week. **Please attach pictures.**

9. Have a banner or 4-H promotional exhibit at the Cowley County Fair.

Theme: \_\_\_\_\_

10. Have an exchange program with another 4-H club. Date: \_\_\_\_\_ Club: \_\_\_\_\_

11. Participate in 4-H Sunday observance. Describe the club's participation:

12. Have 4-H'ers from your club participate in county 4-H camp. Names of those who attended:

13. Have exhibits from your club at the Kansas State Fair or Kansas Junior Livestock Show **or other state sponsored event. Example: State Shooting Sports meet, Horse Panorama.** List the names of members who participated.

14. Donate to the Kansas 4-H Foundation and/or state 4-H special projects. Date: \_\_\_\_\_

15. Donate to the Cowley County 4-H Development Fund or county 4-H special projects. Date: \_\_\_\_\_

16. Recruit new members in the club. List the names of the new members. (Does not include Clover Buds.)

17. One or more older 4-H'ers served as a 4-H camp counselor or teach a class at Discovery Days. List the names of 4-H'ers who served.

18. Have at least two club representatives attend the County Achievement Banquet.

19. Elect Junior Officers to preside over at least one meeting. Attach minutes.

20. 25% of members complete record books and turn in to the Extension Office. (Refer back to \* Active Number of Members to determine the percentage located just under Section 2 heading.)

Number of active members enrolled: \_\_\_\_\_

Number of completed record books: \_\_\_\_\_

21. At least two club members serves as a Cowley Count 4-H Ambassador, 4-H Council Officer or Junior Leaders Officer. Name of member(s): \_\_\_\_\_

22. Have at least one member attend a state or national 4-H event such as Discovery Days, Campfrence, KYLF, Citizenship Washington Focus, Entomology, Geology.

Name: \_\_\_\_\_

Event: \_\_\_\_\_

24. List at least 3 committees that successfully completed their tasks as voted on in a timely manner.

25. Have Project Talks, Illustrated Talks or Demonstrations presented by 4-Hers at least 50% of the meetings. List presenter and subject.

26. Hold club project meetings for a majority of projects in which two or more members are enrolled.

27. Junior Leaders assist project leaders at two or more project meetings. Please list.

28. Present a program to explain and promote 4-H at one or more schools or other locations.

29. Take an educational tour or trip. (At least 25% of club attended)

Place visited: \_\_\_\_\_

30. Have 4-H'ers participate in the Kansas State Fair in ways other than exhibiting projects, including, but not limited to volunteering, demonstrations, mini style show, judging, acting as hosts, 4-H Showcase, Photo Fun Day or Show and Share.

31. Have one or more 4-H'ers attend a training meeting for camp counselors or volunteers/leaders.

32. Have a member or family serve on a county-wide committee.

Committee served: \_\_\_\_\_

33. Club officers meet with Community Leader(s) to set goals for the club. Attach a copy of the club goals signed by officers.

34. Complete an officer induction ceremony for new officers. **Attach minutes.**

35. **Provide at least 3 club members/adults to serve as** Superintendents, Assistant Superintendents, or Junior Superintendents at the Cowley County Fair. Please list.

36. Our club members worked additional shifts at the foodstand during the Fair. Please list.

37. Submit Organizational Report **and** Financial Review for the current program year by due date set by the Extension Office. Date Submitted: \_\_\_\_\_

By signing this form, we verify that this information is correct.

\_\_\_\_\_  
Club Leader

\_\_\_\_\_  
Date