

Your First Organizational Meeting –the When, Where, Who, How, and What

Now you are ready to make more decisions regarding how your club will operate. These decisions will form your club by-laws. Some things to consider are:

1. Meetings/Attendance

- How many meetings will you have?
- Will project meetings be separate and in a different location?
- Is parental accompaniment required for meetings?
- Attendance-How many meetings need to be attended to be considered an active member?
- Will you require project record books?
- What will you call your club?

2. Officers

- What officers will your club have?
- What are their duties/responsibilities?
- Election of officers-how often? When? What kind of nomination process?
- Term of office?
- Qualifications to be nominated?
- Attendance requirements?
- Replacement of officers?

3. Dues/Insurance*/Finance

- Will your club charge dues for insurance, project supplies, etc?
- How much?
- When will they be collected?
- Who will collect?

***State Guidelines require all 4-H Clubs must secure yearly insurance for the enrolled members and volunteers.**

Parent Interest Survey

Parents are a vital resource for club structure and project area expansion. On the page following is a sample of what parents can do within the club structure.

Club Interest Survey

Planning is one of those things that many of us just never seem to get around to. The new 4-H year is always a busy time: re-enrollment information is due in your county MSU Extension office, county recognition events are coming up, and new members are joining your group.

In the midst of all this, taking time to plan the activities for the entire year may seem silly, but it can pay big dividends in the long run. Involving members in planning and designing club activities and events helps to build young people's leadership skills and increases their commitment to carrying out the plans. 4-H clubs and groups are excellent places for young people to build leadership skills. Planning, implementing and evaluating group activities throughout the year are great ways for kids and teens to practice their leadership skills.

The following tools can help your group think about the coming year and make it the best one yet! Remember, Michigan 4-H Youth Development programs are emphasizing community service. How can you make sure your club has something going on each month in community service?