



Eaton County

4-H Family News

March 2017

4-H Alumni: Raise Your Hand

Raise your hand to pay it forward to the next generation of 4-Hers! This spring, 4-H is asking alumni to raise their hands. In Michigan 4-H, we believe every child deserves the chance to succeed. If you are a 4-H alumni or know someone who is, we're asking for your help in spreading the word. Together we can help 4-H provide the hands-on learning that empowers kids across America with the skills to handle what life throws at them. Here's how you can help:

- Raise Your Hand: Go to www.4-h.org/RaiseYourHand to show your pride as a 4-H alumni.
- Compete for Michigan! Raising your hand is a vote towards a \$20,000, \$10,000, or \$5,000 award for the states with the most alumni hands raised.
- Pay it forward: Tweet, post, and share your #4HGrown experience or support and tag fellow alumni asking them to raise their hands for their state at www.4-h.org/RaiseYourHand.

Help kids learn responsibility, compassion, respect and the value of hard work by supporting 4-H. Together we can grow the next generation of true leaders.

Upcoming County Meetings and Events:

PMR = Public Meeting Room (basement of Extension office); Kardel = Kardel Hall on the Eaton County Fairgrounds

- Small Animal Association, 3/2, 7 pm, PMR
- Volunteer Celebration, 3/4, Kardel
- 4-H Council, 3/6, 7 pm, PMR
- Dog Committee, 3/8, 7 pm, PMR
- Open Office Hours, 3/15, by appointment only after 6 pm, Extension office
- Horse Development Committee, 3/16, 6:30 pm, PMR
- Fair board, 3/20, 7 pm, Kardel
- Spring Leader Update Meeting, 3/27, 6:30 pm, PMR
- Volunteer Orientation, 3/30, 3:30 pm, Extension office
- Youth Business Guide to Success workshop, 4/3, PMR
- Jr Livestock Association *Buyer's Workshop*, 4/10, 7 pm, Kardel
- Volunteer Orientation, 2/14, 3:30 pm, Extension office
- Fair board, 4/17, 7 pm, Kardel
- Open Office Hours, 4/19, by appointment only after 6:30 pm, Extension office

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4-H Workshops

March 4: Spring Galaxy 4-H Horse Program Committee
Contact Taylor Fabus (tenlenta@msu.edu)
Anthony Hall, MSU, East Lansing

Youth Business Guide to Success . . . Training
<https://events.anr.msu.edu/event.cfm?eventID=7BB57C00B1B518BF>
Delta County MSU Extension Office, Escanaba

March 11-12: Challenge U 4-H Funfest
<https://events.anr.msu.edu/event.cfm?eventID=45166123621BDFFE>
Kettunen Center, Tustin

March 17-19: Michigan 4-H Dairy Conference
<https://events.anr.msu.edu/event.cfm?eventID=62E0A083A0F38132>
Kettunen Center, Tustin

March 18-19: 4-H Robotics Workshop
<https://events.anr.msu.edu/event.cfm?eventID=CFBB42F26791A2C6>
Kettunen Center, Tustin

March 20: *Youth Business Guide to Success . . . Training*
<https://events.anr.msu.edu/event.cfm?eventID=7BB57C00B1B518BF>
Ottawa County MSU Extension Office, West Olive

March 22: *Youth Business Guide to Success . . . Training*
<https://events.anr.msu.edu/event.cfm?eventID=7BB57C00B1B518BF>
Lapeer County MSU Extension Office, Lapeer

March 25: *Youth Business Guide to Success . . . Training*
<https://events.anr.msu.edu/event.cfm?eventID=7BB57C00B1B518BF>
Menominee County MSU Extension Office, Stephenson

Other 4-H Events

March 19-22: 4-H Capitol Experience
<https://events.anr.msu.edu/event.cfm?eventID=087C25CC2694CBDE>
Okemos Conference Center, Okemos

March 26: Michigan 4-H & FFA Horse Judging Contest
http://msue.anr.msu.edu/events/michigan_4_h_ffa_horse_judging_contest
MSU Pavilion, Lansing

April 8: Norma Agnew Memorial 4-H Hairy Horse Show
http://msue.anr.msu.edu/events/norma_agnew_memorial_4_h_hairy_horse_show
MSU Pavilion, Lansing

April 15: State 4-H Goat Expo
<https://events.anr.msu.edu/event.cfm?eventID=6549761B2168714F>
Anthony Hall, MSU, East Lansing

For the most up-to-date events listing, go to http://msue.anr.msu.edu/topic/events/4_h

2017 4-H Exploration Days – Journey to Success



Each year, about 2,500 youth and chaperones from across Michigan attend this fun MSU precollege program. Designed for 11- to 19-year-old young people, 4-H Exploration Days includes:

- More than 200 session choices held on and off campus. Participants choose one or two for their three-day stay. Sessions include everything from animal and

veterinary science to visual arts and crafts, from business and entrepreneurship to shooting sports and everything in between such as food, nutrition and fitness, international languages and cultures and money management

- Living in a Michigan State University dorm and eating in the cafeteria, just like MSU students do.
- Sessions taught by people who know their stuff, including MSU faculty members, 4-H volunteers and staff members, and other experts.
- Fun activities such as swimming, skating, souvenir shopping, exploring, bowling, basketball, even a great dance Thursday night.

Who: Participants must be age 11 by January 1. Session age requirements are also based on age as of January 1.

When: June 21 to 23, 2017

Where: Michigan State University campus (<http://maps.msu.edu>), East Lansing

Cost: The 2017 cost (that includes meals, a shared dorm room, sessions and a t-shirt) is \$165 per young person (and an additional \$10 4-H participation fee for youth not yet enrolled in 4-H). Current Eaton County 4-H members are eligible for a \$40 county scholarship. First time attendees are eligible to apply for a \$40 state scholarship, including those who are not in 4-H (more details will be sent once youth are registered). Other associations also offer scholarship reimbursements, contact the office for more information. Volunteer instructors, session helpers and county conference assistants (CCAs) attend the event at no cost.

Registration: Registration books are available online and hard copies at the Extension office. Registration will open March 14, 2017, last day to register is April 26. Don't wait until the final registration deadline because popular sessions fill up fast (turn in registration forms and deposit to the office prior to March 14 to have the best chance at your first session choices)! All participants must submit their forms and payments to the county MSU Extension office (forms are at the back of the registration book). County 4-H staff process registrations and payments with the State MSU Extension 4-H office. County 4-H staff manage the recruitment, chaperone and orientation process.

More Information: <http://4h.msue.msu.edu/events/4-h-exploration-days>)

Spring Leader Update Meeting

The spring Leader Update meeting will be on Monday, March 27, at 6:30pm in the PMR. All clubs need to have at least one leader attend the meeting. If no leaders can make the meeting, you must schedule another time to meet. This meeting discusses fair updates, fair signups, and 4-H updates.

2017 Eaton County Fair July 10—16

Fair Theme: Caution: Future Leaders Under Construction

4-H Foodie Club

Teens! Curious to learn more about cooking and healthy food? Then you won't want to miss the 4-H Foodie Club, sponsored by the Delta Township District Library and Eaton County 4-H! The series takes place at the Delta Township District Library in Lansing every Wednesday from March 8 to April 19 from 3:30pm to 5:30pm. Teens will spend the afternoons learning how to make healthy snacks, plan balanced meals, shop smart, learn tips for eating out, and food safety at home. This series is only \$10 to join 4-H (scholarships are available by contacting the office) and is open to teens ages 13-18 as of January 1, 2017. Enroll in the series by creating a family and youth profile at <https://mi.4honline.com> (select Eaton County and the "4-H Foodie Club") and submitting payment to the office or bring to the first day of the series. View the flyer online at: http://msue.anr.msu.edu/events/4_h_foodie_club.

4-H Junk Drawer Robotics Series

Do you love finding items around the house and seeing what you can make with them? The 4-H Junk Drawer Robotics Series will introduce robotics and engineering through the use of common materials. The series will meet every other Tuesday from March 7—May 2, from 6:00pm—7:30pm in the PMR (basement conference room at the Extension office). Youth ages 9—19 are welcome to sign up. Cost for the series is \$5 for current 4-H members, \$15 for non-members. Sign up by selecting the "4-H Junk Drawer Robotics Series" from the clubs in 4-H Online. View the flyer online at: http://msue.anr.msu.edu/events/4_h_junk_drawer_robotics_series.

Turning your 4-H Project into a Business Workshop

Do you show a market animal? Are you curious as to how you can turn that animal project into a business and make money? Attend the Turning your 4-H Project into a Business Workshop on April 3 from 10:00 am—3 pm in the PMR (basement conference room at the Extension office). The workshop will cover various topics related to turning your animal project into a business. Workshop facilitated by teen leaders Emily Newborn and Rebecca Lifford from Royston Rockets and Ranchers who each have their own business with their animals. Youth ages 9 –19 as of January 1, 2017 can attend this workshop for a fee of \$5; register by Friday, March 31. Watch your email and the Facebook page for more information coming soon!

Spring Break Craft Workshop

If you love arts and crafts, you won't want to miss this year's Spring Break Craft Workshop! Watch your email and the Facebook page for more details soon to come (workshop will take place the week of April 3 - 7). Youth ages 9—19 as of January 1, 2017 will have fun at this workshop planned by teen leaders Savannah Mauk from Millerburg and Zhanna Reid from Vermontville Jr Farmers.

The particulars of a paper trail

Keeping a paper trail is an important way to protect yourself as a treasurer or group leader. A paper trail contains documentation that will record and document the decisions related to money within the group treasury. Items that should be kept include:

- **Receipts.** All purchases should have receipts that are kept on file.
- **Bills or invoices.** No bill or reimbursement should be paid without having a receipt, bill or invoice and copies of those items should be kept in the treasurer's files.
- **Minutes of meetings.** The minutes should show approved expenditures and income for the group.
- **Treasurer's reports.** The treasurer's report, presented at a group meeting, shares the income and expenditures for a time period, often a month.
- **Financial institution statements.** Copies of reconciled statements should be kept on file.
- **Budget.** Copies of past and current budgets should be kept on file and, when possible, a comparison to actual spending and income for that budget year.
- **Copies of fundraiser applications and fundraiser report forms.** These forms record what fundraisers the group has planned and the success level of those fundraisers; this is important information for future planning and tracking what has occurred in the group.
- **Copies of the 4-H Annual Financial Summary Report from previous years.** This report is available for review and summarizes your full year's information. This includes a listing and update of the club's inventory.
- **Receipt book.** Every group should have a receipt book to document cash intake and noncash donations; the information in this receipt book should match deposits in an account.
- **Documentation of cash handling.** If your group collected cash, a separate log might have been used, alongside a receipt book, to track the income (for instance, from dues or stall fees.) If so, this log should be included.

A strategy for keeping organized with your paper trail is to create a binder or expandable file folder. With either option, each item would be a tab in the folder or binder so when documents are ready, they can be quickly and easily filed. More than one person should know how and where to access these important files, such as the treasurer along with other officers in the group. A once-a-year audit of these files is helpful to make sure the important documents are in place.

Keeping a paper trail is the best way to document all financial transactions and, ultimately, maintain your reputation as a treasurer. If there is ever a question or concern over money management in the group, the documents are ready for an audit or review. A paper trail is also a great tool for a group to use in reflecting on what went well with financial topics such as fundraisers, purchases and program costs.

[Michigan State University Extension 4-H Youth Development](#) provides tools in the "[Financial Manual for 4-H Volunteers: Leading the Way to Financial Accountability](#)" and the "[Financial Manual for 4-H Treasurer: A Guide to Managing Money Wisely](#)" to support 4-H groups in their fundraising planning.

Article written by Laurie Rivetto, February 21, 2017. For more information, visit http://msue.anr.msu.edu/news/the_particulars_of_a_paper_trail

Volunteer Interviews and Orientations

One of the steps to become a new 4-H leader is to complete an interview with 4-H staff. If you know someone who wants to volunteer, the next scheduled interview dates and timeslots are 3/30 from 1:00 p.m. to 3:00 p.m. or 4/13 from 4:00 p.m. to 6:00 p.m. Interviews take approximately 30 minutes.

Upcoming volunteer orientation dates are 3/30 at 3:30 p.m. or 4/13 at 6:30 p.m. The orientation will take about 1 & 1/2 to 2 hours and you must RSVP to the Extension office. All volunteers must attend an orientation within their first year of becoming a registered leader.