

# The Link

Wayne County 4-H News  
January/February 2016

The Ohio State University, The United States Department of Agriculture, and Wayne County Commissioners cooperating.

Dear 4-H members, parents, and advisors / volunteers,

Happy New Year! I am excited and looking forward to working with all of you to have a great 4-H year in 2016. We are blessed in Wayne County to have a strong and thriving 4-H and Jr. Fair program and that is because everyone works together to make our program stronger each year.

This edition of *The Link* features many important stories about upcoming events, deadlines, and programs. Please read it carefully and contact the Extension office if you have questions. Reading *The Link* newsletter thoroughly and keeping it on hand to refer back to throughout the month will serve you well as various dates and deadlines approach.

I am looking forward to visiting with all of our 4-H advisors and volunteers coming up during the Required Advisor / Volunteer Trainings later this month and in February. Please be sure to see page 3 of this edition of *The Link* for more details about the training sessions.

Best wishes,



Extension Educator,  
4-H Youth Development



The Sr. Fair Liason committee took our Jr. Fairboard to the Mongolian Grill in Columbus while attending the OFMA



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Wooster, OH 44691  
330-264-8722  
Fax: 330-263-7696

<https://www.facebook.com/WayneCty4H>

**\*Important Advisor Training Information Enclosed\***  
Online registration now open – See pages 3 & 4 for more detail



**THE OHIO STATE UNIVERSITY**  
COLLEGE OF FOOD, AGRICULTURAL,  
AND ENVIRONMENTAL SCIENCES



[wayne.osu.edu](http://wayne.osu.edu)

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## Check Out the Ohio 4-H Project Central Website

Have you or any of the youth in your club ever wanted to preview a project book before deciding if it would be a good project to take. Well now you can do just that!



The 4-H Project Central website just launched. Anyone can preview the 4-H project books offered by Ohio 4-H. You can also rate projects you've taken in the past to let other youth and advisors know how well you liked the project and to provide feedback to Ohio State University Extension professionals who will consider your feedback in future revisions and updates to project books.

Project Central allows users to browse projects by skill level, topic area, and to search by keyword.

To access Ohio 4-H Project Central simply scan the QR code to the left of this story or enter the following URL: [projectcentral.ohio4h.org](http://projectcentral.ohio4h.org).



Project Central also allows you to share your project ratings and comments with your friends on Facebook, Twitter, and Pinterest!

## **Ohio 4-H Age Requirements**

Eligibility for 4-H membership (Cloverbuds) begins when a child has reached age 5 **and** is enrolled in kindergarten. Membership to the 4-H club program begins when a child is at least age 8 **and** enrolled in third grade as of January 1 of the current year. Membership ends December 31st of the year in which the youth reaches age 19.

## Cloverbud Resources Available

The State 4-H Office publishes a quarterly newsletter called *Cloverbud Connections* that is full of resources, ideas, and activities that 4-H advisors can do with cloverbud members in grades K-2. Cloverbud Connections is now available on-line at <http://go.osu.edu/CloverbudConnections>.

## 4-H Enrollment Deadline

Enrollment forms must be signed by the youth, a parent/guardian, and a club advisor. Enrollment forms must be turned in to the Wayne County Extension Office no later than **April 1, 2016 at 4:30 pm**. Projects enrolled after this date will not be eligible for exhibition at the 2016 Wayne County Junior Fair!

## Project Guidelines and Updates

**\*New this year\*** The Extension Office will not be printing guideline sheets for FCS & Still projects. Instead, a sticker with the web link will be placed on each book. Please advise members of this change. We will continue to print livestock guidelines.

**Register Online for 2016 Required 4-H Advisor / Volunteer Trainings**

The Ohio State University Board of Trustees recently approved significant changes to the University’s Youth Protection Policies (also known as OSU Policy 1.50). Since OSU Extension and the Ohio 4-H Youth Development program is part of The Ohio State University, 4-H staff and volunteers are subject to the University’s policies and must comply. One of the requirements established by the board of trustees is that all OSU volunteers must attend annual training on Recognizing and Reporting the Signs of Child Abuse and Neglect. The Wayne County OSU Extension Office will offer this training and other important information for all 4-H Advisors / Volunteers on three different dates in January and February.

**All 4-H advisors, volunteers, and committee members must attend one of three trainings offered in January and February to be eligible to continue as a 4-H advisor, volunteer, or committee member in 2016.**

**All 4-H advisors, volunteers, and committee members must register online for one of the three Required Advisor / Volunteer Trainings by going to <http://go.osu.edu/2016advtraining> or by calling the Wayne County Extension Office at 330-264-8722. Registration will close 2 days prior to each training date. Ex. January 26<sup>th</sup> is last day to register for January 28<sup>th</sup> Training.**

**All Training Sessions will be held at OARDC Fisher Auditorium  
General Sessions will feature Child Abuse / Neglect Training and 2016 4-H & Jr. Fair Updates**

Date	Breakout Sessions Offered*	Presenters
<b>Thursday January 28<sup>th</sup> 7-8 pm General Session 8-9 pm Breakout Sessions</b>	Managing Club Finances 4-H Online Training for Beginners Outdoor Recreation & Service Ideas Cloverbud Program Ideas	Jeff Dick Stephen Heppe Tim Tanner Dr. Christy Leeds
<b>Saturday January 30<sup>th</sup> 9-10 am General Session 10-11 am Breakout Sessions</b>	Off to a Running Start 4-H Online Tips, Tricks, & Reports 10 Min. Science Activities for Club Meetings	Doug Foxx Stephen Heppe Dr. Bob Horton
<b>Tuesday February 2<sup>nd</sup> 7-8 pm General Session 8-9 pm Breakout Sessions</b>	Off to a Running Start 4-H Online Tips, Tricks, & Reports Helping Helping Kids Prepare for Skillathon State 4-H Animal Science Updates	Doug Foxx Stephen Heppe Lisa Sutton Dr. Lucinda Miller

**Required 4-H Advisor / Volunteer Training – Breakout Session Descriptions**

**Managing Club Finances** – presented by Jeff Dick, OSU Extension Field Specialist for Volunteerism & Risk Management. This session will be geared for organizational advisors, committee treasurers, and any volunteers that are secondary signers on club or committee bank accounts. This session will help you learn ways to keep your club or committees finances organized and in compliance with OSU polices and state/federal laws.

**4-H Online Training for Beginners** – presented by Stephen Heppe, Wayne County 4-H Program Assistant. This session is for advisors/volunteers that are new to using the 4-H Online database to manage club data or those who have used the system and just need a refresher. Come learn the basics about how this system can help you keep track of your members, the projects they’re signed up for, and how to send out text and e-mail alerts to your club.

**4-H Online Tips, Tricks, and Reports** – presented by Stephen Heppe, Wayne County 4-H Program Assistant. This session is for experienced 4-H Online users hoping to use this member database to its full capabilities. Learn more about the different types of reports available to club advisors.

**Outdoor Recreation & Community Service Ideas** – presented by Tim Tanner, Harrison County 4-H Educator. This session will be full of ideas to get your club outdoors and having fun this summer as well as examining ways your club can make a difference through community service activities.

**Cloverbud Program Ideas** – presented by Dr. Christy Leeds, Union County 4-H Educator. Christy will share how Union County's countywide Cloverbud program works and ideas for activities to do with Cloverbuds back home in your club as well.

**Off to a Running Start** – presented by Doug Foxx, Wayne County 4-H Educator. This session is geared for organizational advisors and will include updates and reminders about various county and state 4-H deadlines, forms, and procedures. We will go through the Organizational Advisors Club Packet and spend time sharing ideas for how to help your club be engaged and successful in 2016.

**10 Minute Science Activities for 10 Club Meetings** – presented by Dr. Bob Horton, State 4-H Specialist. Join Dr. Bob for a fast paced session around ten-minute science activities you can do over the course of 10 club meetings. These hands-on activities are guaranteed fun, engaging and easy on the budget. Plus, easy enough for teen leaders and non-science adults to conduct. Participants will take part in all 10 activities and receive instructions on doing them with club members. Take the starch out of your club meetings by adding these fun activities to your agenda.

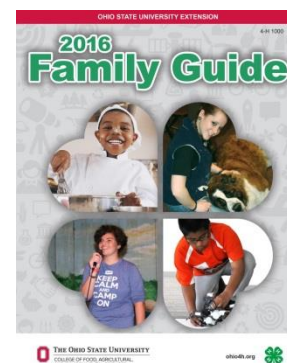
**Helping Kids Prepare for Skillathon** – presented by Lisa Sutton, Wayne County 4-H Program Assistant. Join Lisa for idea sharing, resources, and ways to help kids prepare for participation in the annual Wayne County 4-H Skillathon.

**State 4-H Animal Science Updates** – presented by Dr. Lucinda Miller, State 4-H Specialist. This session will offer updates and information about Ohio State Fair Skillathons, Judging Contests, and other Companion Animal and Livestock opportunities and events offered at the State level and the Ohio State Fair. Learn about the Bi-State Youth Poultry Clinic, Dog Expo, Dog Bowl, Avian Bowl, what's expected if participating in the OSF skillathons and more. Come prepared to ask questions and take information back to your 4-H members.

## 2016 Distribution of Club Packets

Organizational Advisors, please go to <http://go.osu.edu/BJGx> by **January 22, 2016** with the number of Family Guides, number of youth enrollment forms, and number of volunteer enrollment forms. Your club's materials will be prepared for you to pick up during the Required Advisor Training Sessions.

**You can also preview the Family Guide, online at <http://go.osu.edu/XDG>**



## Employment Opportunity

Position: 4-H Program Assistant

This position will be focused on providing staff support to the 4-H animal sciences, CARTEENS, Cloverbud, in-school enrichment, and teen leadership programs. Duties will include coordinating the annual Skillathon nights, working with assigned livestock action committees, coordinating annual Cloverbud Day Camp, teaching CARTEENS sessions, and assisting with teen leadership groups such as Junior Fair Board, Junior Leaders, and others. For information about how to apply, please contact 4-H Educator Doug Foxx.

## For All Potential New 4-H Advisors / Volunteers

All new 4-H advisors / volunteers will need to complete the volunteer screening process. A potential 2016 volunteer is defined as “new” if he or she was not enrolled as an advisor / volunteer in the 4-H program for 2015. **A checklist for completing this process is listed below:**



- Receive or pick up a position description / application packet from the Extension Office
- Complete the new volunteer application and return it to the Extension Office
- Submit two reference forms from non-family members to the Extension Office
- Successfully pass the criminal history fingerprint background check
- Complete a new volunteer training session and interview with 4-H Educator Doug Foxx. These are scheduled for April 19<sup>th</sup>, April 26<sup>th</sup>, and May 9<sup>th</sup> - all at 7:00 p.m. at the Extension Office.**
- Agree to and sign the Volunteer Standards of Behavior form.
- Receive a letter from 4-H Educator Doug Foxx indicating that they are approved to serve as an Ohio State University Extension 4-H volunteer.

Due to the need to complete the process (which takes approximately 6 weeks) before a volunteer begins working with the 4-H program, **new volunteers will only be accepted from November 1st through April 1st each year.**

If you have or are recruiting new volunteers for your club, please have them come to the Extension Office to pick up a packet which contains all of this information. **A packet must be picked up by April 1st by any potential new volunteer.** *Please note: New volunteers are welcome to attend the January and February Advisor Trainings, but must still attend one of the new volunteer trainings in April or May.*

## Calling all 4-H Teens: Join Junior Leaders Today



County-wide Junior Leadership club meetings are held the first Monday of each month January to May, and October through December (no meetings during the summer).

All meetings are held from 7:00-9:00 p.m., most in the County Administration Building, although some locations are different, depending on the program. Forty-five minutes to an hour is spent on learning a leadership skill that can be taken back to the 4-H club and taught to other members. Members also have a short business meeting, refreshments, hear from guest speakers, and learn leadership games and other team-building activities. Average attendance is 30. Please make sure your JL's (aged 13 and over) are signed up to receive the JL meeting notices and email update.

## Celebrate Wayne County 4-H Week March 6-12, 2016

March 6-12 has been designated as Ohio and Wayne County 4-H Week. 4-H Junior Leaders will be visiting local schools to recruit new members and doing radio and TV spots.

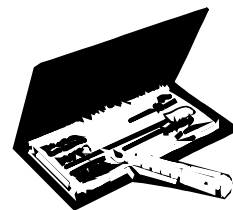
I hope your club will take leadership in your community to promote 4-H. Please have your members make posters for local store windows, invite a new person to club meetings or talk to a community service organization! Any way you can help spread the word about 4-H is greatly needed and appreciated.

## Annual 4-H Club Treasury Reports Due January 31<sup>st</sup>

Don't forget to turn in your annual 4-H club treasury report to the Extension Office by January 31<sup>st</sup>. The forms are available on our Wayne County Extension website at <http://go.osu.edu/4Hforms>. All 4-H clubs and county 4-H committees must submit this form in order to be eligible to operate as a 4-H club or affiliated committee in 2016.

## 4-H Club Treasury Guidelines

If your 4-H club has money in its treasury, it should be stored in a safe place (and that doesn't mean under someone's mattress!). It is a good idea, if your club hasn't done so already, to open a bank account for the club's treasury, keeping in mind the following:



- Don't raise money just for the sake of raising money. Your club should have a purpose for raising money, such as a trip or a recognition dinner. All the money (receipts and expenses) should go through the treasurer. Try to establish a budget for the year.
- Your treasury should have a minimum carry-over from year to year. Those who raised the money should spend it.
- The treasurer should keep accurate records and a report should be given at each meeting.
- The treasury should be audited annually by a committee from your club.
- Withdrawals from the bank and payments of bills should be approved by the club.
- To open an account, your club will need an "Employee Identification Number" (EIN). **Do not** use a personal Social Security number on a 4-H club bank account. Your club must apply for an EIN with the Internal Revenue Service using IRS Form SS-4. These forms are available at local Social Security offices, banks, and IRS offices.
- If your club disbands, the funds in its treasury should be given to a worthy cause—for example: 4-H Committee, 4-H Camp Scholarship Fund, County 4-H Endowment, or another charity. If your club divides, the treasury should be divided based on membership with equal shares per member going to the respective club treasury.
- If your club's gross receipts exceed \$25,000 in the tax year, your club is obligated to file an Annual Information Return with the IRS.

Having a bank account will be a learning experience for the members of your club. It will teach them to reconcile bank statements and how to handle money responsibly.

## **2016 Ohio 4-H Conference**

The 2016 Ohio 4-H Conference is designed to bring together 4-H **volunteers and teens** from across the State of Ohio. The objective of this event is to learn together and from each other in order to improve our abilities to deliver the Ohio 4-H Program to its members. We truly believe that these educational selections offer something for everyone, and have the ability to satisfy every taste and need.

Nearly 150 sessions will be available to choose from!

**Who:** All Ohio 4-H Teens & Volunteers are welcome to attend

**When:** Saturday, March 12, 2016

**Where:** Greater Columbus Convention Center, 400 N. High St., Columbus, Ohio 43215



**Ohio 4-H  
Conference**  
*Bringing Volunteers and Teens Together*

**How do I sign-up?** Complete the enclosed registration form and return it to your County Extension Office.

**When is the deadline to register?** February 12, 2016

**How much does it cost?** \$35

View the registration booklet at <http://go.osu.edu/VA2k16>.

*All registrations postmarked after February 12th will be charged \$45 and will not include the luncheon.*

## **Dairy Service Unit Scholarship & Outstanding Dairy Youth Award**

The Wayne/Ashland Dairy Service Unit (DSU) offers a scholarship to provide financial assistance to students in Wayne County that intend to go on to post-high school education in the field of agriculture, with a special interest in the dairy industry. At least one scholarship of \$1,000 will be awarded to qualified applicants.

Applicants for the scholarship must be a resident of Wayne County at the time of application, have graduated from an accredited high school program or be in their senior year, and have an agricultural background with interest towards continuing in agriculture. Special consideration is given to those applicants with a dairy background, involvement in a 4-H or FFA dairy project or having employment in a dairy based business. Applications for the scholarship are due to the Wayne County Extension office by **February 17, 2016**.

Scholarship applications are available on the Wayne County Extension web site at: <http://go.osu.edu/vU5>. Outstanding Dairy Youth Award (\$250) nominations are also due February 17, 2016. The nomination forms and more information about this award are also available on the Wayne County Extension Office website at: <http://go.osu.edu/vU7>.