

University of California Cooperative Extension, Lake County • 883 Lakeport Blvd. • Lakeport, CA 95453
Phone: 707-263-6838 • FAX: 707-263-3963 • email: celake@ucdavis.edu

NEXT 4-H Council Meeting
July 23, 2012
6:30 p.m. – 4-H Office



Reminders!!!

The new 4-H year has begun as of July 1, 2012. You now are able to re-enroll for the program year 2012-2013. Online re-enrollment instructions are included in this newsletter. If you do not wish to re-enroll online paper packets are available online at <http://ucanr.org/enrollmentforms> and at the 4-H Office.

All members' enrollment forms and fees must be complete and on file at the 4 H office by **September 15th**. Members completing enrollment after this date may not be eligible for animal projects related to the Lake County Fair without petitioning Lake County Executive Board for special permission.

Enrollment Fee increases for 2012/2013 program year.

The State 4-H Program has increased enrollment fees for this coming year. This increase would bring the Lake County 4-H enrollment fee to \$33 per youth. To help our 4-H families, the 4-H Council Executive Board has agreed to waive the additional \$5 program fee per youth. This will bring the fees to **\$28 per youth** and **\$10 per adult** volunteer for the upcoming 2012/2013 program year.



Important Dates

July 1st - Beginning of 4-H Program Year, Member Stripes, Stars, Jr/Teen Leader patches available at 4-H office

August 1st - Submit judge's names for county record book judging

August 15th - Enter Financial Reports online: inventory and annual financial report for all 4-H bank accounts. Due to the 4-H staff: Peer review, inventory, annual financial report, budget, volunteer and member recognition forms, proficiencies awards.

September 15th - Last Day to enroll. All members' enrollment forms and fees must be complete and on file at the 4-H office.

New Volunteer Leader Appointment Process

- All new volunteer leaders are required to complete an adult enrollment application,
- be fingerprinted for a background clearance, and attend a leader orientation.
- Adults **may not** hold meetings until all three steps of the appointment process have been completed. The 4-H Youth Development Program of the University of California is committed to providing a safe environment for young people involved in Cooperative Extension activities.

Attention Community Club Leaders and Club Officers:

All club leaders and officers should be completing the following required paper work:

- Club Peer Review Form 8.5 - 2011/2012
(Available in the 4-H Treasurer's Manual)
- Affirmative Action Outreach Report -
2011/2012
(Available in the 4-H Officer Manual)
- Club Inventory Form 6.2 - as of July 2012
(Available in the 4-H Treasurer's Manual)
- Club Budget Form 8.3 - 2012/2013
(Available in the 4-H Treasurer's Manual)
- Annual Financial Report Form 6.3 – July 1,
2011/June 30, 2012
(Available in the 4-H Treasurer's Manual)

If you have any questions on this process, or need assistance or forms, please contact the 4-H Office. All the above documents must be in to the 4-H office by September 15th. Clubs submitting incomplete or late records are subject to losing their charter and Tax Exemption Status.

ONLINE FINANCIAL REPORTING TRAINING

August 8, 2012
4-H Office - 6:00 p.m.

The online financial reporting webpage has been updated. To learn how to navigate the new version please attend this upcoming training.

Bring your completed, peer review (Form 8.5 and 8.6), annual financial report (form 6.3), annual inventory report (form 6.2), and budget (form 8.3) and you will have an opportunity and assistance to enter all reports during the training.

Please RSVP by August 6th.



2012 WHY Conference



Theme:

“We Help Youth Put the Pieces Together”

September 21-23, 2012

Diamond Arrow, Nevada City, CA

Registration Forms Available at the 4-H Office

COUNTY RECORD BOOK JUDGING

August 15, 2012
4-H Office - 6:00pm

If you are submitting your record book for county judging you must turn it in to the 4-H Office by **August 10th**. All clubs submitting record books for judging please submit your judge's names by August 1st.



If you would like to Judge County record books or know someone who would, please contact the 4-H Office at (707) 263-6838 or email Nicole at nmgentry@ucdavis.edu
County Record Book Judging

Lake County Fair Info

REMINDER

All requirements must be met and the club's report of completion submitted to the 4-H office by **July 31, 2012** before a member will be added to the approved fair entry list. If you have questions contact your club's Livestock and Fair coordinator or contact the 4-H Staff.

FAIR POLICY

FAIR FORM DOCUMENTATION

Lake County Fair Documentation

The 4-H staff and volunteers do not sign Lake County Fair entry forms. Forms need to be signed by your clubs Livestock and Fair Coordinator.

Please note all members planning to participate in the Lake County Fair animal show or auction must complete and submit documentation for all the following requirements by July 30 to their club representative:

- ❖ Attend 80% of fair animal project meetings, and 80% of club meetings. Excused absences are not to exceed 25% of meetings held and must be reported to the club or project leader prior to the meeting.
- ❖ Complete the 4-H Public Speaking Requirement. If a presentation is not given at County Presentation Day, to receive credit the member must have a *Presentation Verification Form* completed by the supervising volunteer/adult.
- ❖ Have an up-to-date *Project Report Form*-with project leader's signature confirming project completion requirements have been met.
- ❖ A complete fair entry form for your leader to review.
- ❖ Members participating in market classes must also submit 2 buyer contacts per animal intended for sale.

All the above requirements must be met and the club's report of completion submitted to the 4-H office by **July 31, 2012** before a member will be added to the approved fair entry list.

If you have questions contact your club's Livestock and Fair coordinator or contact the 4-H Staff.

Lake County Fair 2012

Theme:

“Summer's Biggest Blast”



All Market Animals will be photographed on Wednesday, August 29th. 4-H members must be present, in uniform, and ready for their photo at the assigned time.

All Market Beef – Pre-weigh on Thursday, August 9, 2012 from 6:00 - 6:30 pm at the Fairgrounds

All Poultry and Turkeys – Health inspection - 7 am – 10 am, Wednesday, August 29, 2012

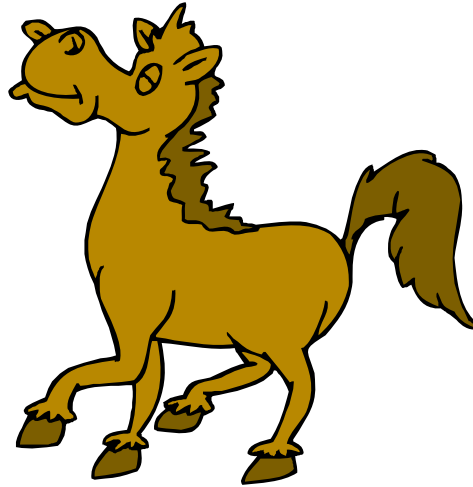
All Breeding Animals must be at the fairgrounds before 4:00 pm on Wednesday, August 29, 2012

Livestock Auction: 1:00 pm start time, September 1, 2012

Animals may be removed after 9:00 pm Sunday, September 2nd – However no vehicles will be allowed on grounds until 11:00 pm.

Lake County 4-H All Star Project

Equine Field Day



WANTED!! 4-H Horse Project Members!

Where? Cole Creek Equestrian Center in Kelseyville

When? **Sunday, August 12th from 2:00-6:00 pm**

Why? Increase knowledge of horses and improve horsemanship skills.

What will be happening?

- equine experts will be set up to share their skills and expertise
- demonstrations - clinics

Prizes!

Food!

Music!

Fun!

Must Sign Up, Call Today!! (707) 489-7038 or (707) 489-6595 Jocelyn Bennett

Step By Step Guide to Re-Enrollment Online



Go to <https://california.4honline.com>

- Click on “I have a profile”
- Enter your email address – (If you don’t have an email address or are not sure which one we have on file for you, contact your club Volunteer Enrollment Coordinator or the 4-H Office)
- Enter the password that you chose last year at enrollment time. If you do not remember your password - Click the button “I forgot my password”, a temporary password will be sent to your email address. Once you log-in to the enrollment system, you can change your password.
- Role: Family
- Click on “Login”

Member List – Page 1

- For each person you want to Re-Enroll, click on the “Edit” button to the right of their name
- Your “Personal Information” will appear
- Scroll down and Click “Enroll for 2012-2013”
- Check over all the information that was entered last year – make corrections where necessary
- Please make sure that if you’re an adult leader or a youth junior/teen leader or club officer that you mark “yes” under the Volunteer section on this page.
- Click on Continue

Additional Information – Page 2

- Check over all the information that was entered last year – make corrections where necessary
- Click the box for Parent Consent for 4-HOnline Record Book
- Click the box for Waiver of Liability
- Click the box for Enrollment Confirmation
- Click the box for Photograph Release
- Download and print the Medical Release Form – complete and give this to the Volunteer Enrollment Coordinator or Community Club Leader. For Adult Volunteers, also download and print the Self Disclosure Form – send completed form to the 4-H Office at 883 Lakeport Blvd., Lakeport, CA 95453. In addition all 4-H Members must complete a Parent/Member Expectation Form which will be available from your Volunteer Enrollment Coordinator or Community Club Leader. (If you do not have a printer, or are unable to print any of these forms, they are available from your Volunteer Enrollment Coordinator or the 4-H Office)
- Click on “Continue”

Participation – Page 3

- Select your primary home club, click on Continue
- This will take you to the Projects
- Look over your projects from last year
- Add or Delete projects to reflect the current Program Year
- Age, School Grade, Years in 4-H, and Years in a Project will automatically increase by 1 year.
- If you are enrolling in a Countywide Project, go back to the add club page and add Countywide to your club list. Once this is done, go to the Projects page and select the project you are enrolling into as countywide. (Make sure that for countywide projects, the project’s club is listed as countywide)
- Click on “**Submit Enrollment**”

This will take you back to the Member List page where you may Re-Enroll another family member. When you have finished adding/re-enrolling members, log off.

If you have questions please contact your Volunteer Enrollment Coordinator or the 4-H Office at 263-6838.



4-H Calendar



July

- 1 Beginning of 2012-2013 4-H Year
- 31 Club's Fair Documentation Form Due to 4-H Office

August

- 1 Submit Judges names for County Record Book Judging
- 8 Online Financial Reporting Training - 4-H Office—6:00 p.m.
- 12 Equine Field Day - Cole Creek Equestrian Ctr, Kelseyville - 2:00-6:00 p.m.
- 15 County Record Book Judging - 4-H Office - 6:00 p.m.
- 15 Enter Financial Report Online

September

- 15 Last Day to enroll. All members' enrollment forms and fees must be complete and on file at the 4-H office.
- 21-23 WHY Conference - Diamond Arrow, Nevada City

University of California
Cooperative Extension
883 Lakeport Blvd.
Lakeport, CA. 95453

The 4-H 4-1-1

It contains dates, deadlines and other important information. If you have any questions please do not hesitate to call the 4-H Office at (707)263-6838.

Sincerely,

Julie Frazell

4-H Youth Development Program Representative

University of California
Agriculture and Natural Resources



The University of California prohibits discrimination or harassment of any person on the basis of race, color, national origin, religion, sex, gender identity, pregnancy (including childbirth, and medical conditions related to pregnancy or childbirth), physical or mental disability, medical condition (cancer-related or genetic characteristics), ancestry, marital status, age, sexual orientation, citizenship, or service in the uniformed services (as defined by the Uniformed Services Employment and Reemployment Rights Act of 1994: service in the uniformed services includes membership, application for membership, performance of service, application for service, or obligation for service in the uniformed services) in any of its programs or activities.

University policy also prohibits reprisal or retaliation against any person in any of its programs or activities for making a complaint of discrimination or sexual harassment or for using or participating in the investigation or resolution process of any such complaint.

University policy is intended to be consistent with the provisions of applicable State and Federal laws.

Inquiries regarding the University's nondiscrimination policies may be directed to the Affirmative Action/Equal Opportunity Director, University of California, Agriculture and Natural Resources, 1111 Franklin Street, 6th Floor, Oakland, CA 94607, (510) 987-0096.