Ohio State University Extension

Seneca County Family Newsletter

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**In This Issue:**

1. **2016 Handbook**
2. **Mandatory Advisor Trainings**
3. **Quality Assurance**
4. **New Volunteer Information**
5. **Club Packets**
6. **Livestock Housing Forms**
7. **2016 Jr. Fair Theme**
8. **2016 Enrollment Information**
9. **Camp Information**
10. **Ohio 4-H Conference**
11. **Volunteer and Member Opportunities**
12. **Calendar**

**Welcome 2016!**

Welcome to a new year and to a new 4-H year! Here at the Extension Office we are preparing for the enrollment season by ordering new project books, putting together the new handbook, and finalizing club packets. Enrollment will begin on March 1st and run through March 20th.

Advisors please remember that your club Annual Financial Summary is due to the office or completed electronically by January 31. This is a state policy and the form must be completed and turned in to our office or electronically submitted by January 31.

Don’t forget to check the county website seneca.osu.edu or our 4-H Facebook page Seneca County 4-H Program for updates and important information. As always, if you have any questions please call the office 419-447-9722.



2016 Family Handbook

The new Family Handbook is now available! Advisors have been picking them up along with their packets at the Policy 1.50 training or in the office. Families will notice a few changes to the book like a more detailed calendar and chart of all possession, tagging, and other important livestock information. The book still combines the 4-H State Family Guide and the county requirements for each project so members should reference this when selecting projects for this year.

Advisor and Volunteer Mandatory Policy 1.50 Trainings

All advisors and volunteer should have received a letter in the mail about the ***mandatory*** Policy 1.50 training. This is a policy that is required from the University and must be completed by all 4-H volunteers on an annual basis. Seneca County has set 3 dates for this training. The first training was on Thursday January 21, 2016 and there were over 45 volunteers who attended. The remaining trainings will be held on:

\* Saturday January 30, 2016, 9:00 a.m. at Sentinel

\* Monday February 8, 2016, 6:30 p.m. at the Extension Office.

If you did not turn your RSVP form in please call the office 419-447-9722 to schedule your time for the remaining two trainings. Remember this is a *mandatory* training and a *requirement* to be a 4-H volunteer.

Quality Assurance Session for 4-H Members

The first Quality Assurance session for 4-H members is scheduled for Saturday January 30, 2016, 9:00 a.m. at Sentinel. This session will take place at the same time and place as the mandatory advisor/volunteer training. As of right now there is not a training session set for advisors and volunteers to be able to teach a QA session to your own 4-H clubs. If you were certified last year to teach QA please contact the office for this year’s information. Additional QA sessions will be announced for 4-H members at a later time.

New Volunteer Information

Know anyone who would like to be a 4-H volunteer? Any potential volunteers will need to fill out the Potential Volunteer Application, which was included in club packets or is available at the Extension Office, complete a BCI background check, schedule an interview, and attend the mandatory Policy 1.50 training. Additional online training will also be required.

Club Packets

The 2016 club packets are now available. Advisors can pick them up at the office or when they sign in at the advisor training sessions. Included in each packet:

* Club Paperwork Check List: This provides a list of all papers that should be in your packet. If you find you are missing something please contact the Extension Office.
* 4-H Enrollment Procedures: Outlines the process for enrollment, enrollment dates, and fees.
* Club Check List: Basic club information that is turned in with enrollment forms. This form includes enrollment numbers, fee totals, booth information, and Milkshake stand verification.
* Volunteer Enrollment Forms: Pink form. This form is for current volunteers. New volunteers will need to fill out the Potential Volunteer Form.
* 4-H Member Enrollment Forms: Green Form. This form is for both 4-H aged members and Cloverbud members.
* Ohio 4-H Volunteer Application: White form. Potential volunteers should complete this form. A form for their background check is also stapled to this form.
* Club By-Laws and Constitution Template: These forms should be filled out if you currently do not have them on file in the Extension Office. If you have questions or need to verify if your club has this on file, please call the Extension Office 419-447-9722.
* 4-H Charter Checklist: Please complete this form and turn in with your club enrollment forms. This form helps verify if your club has met the Ohio 4-H Club charter requirements.
* Project book order form: Please turn in to the Extension Office so project book orders can be filled.
* Secretary and Treasurer Examples: There are several examples from the secretary and treasurer books provided from the State.
* Annual Financial Summary: Annual form to be filled out and turned back into the Extension Office by January 31st.
* Cross County Forms: Forms for families requesting cross county membership. Forms should be filled out for each member and each year.
* Animal Housing Forms: Half sheet form that members should fill out only if their animal is housed at a different address than their own.

Livestock Housing Forms

This form was eliminated last year and it has been determined that this form should continue to be used by 4-H members who are taking livestock projects and do not have the animals housed at their address. Advisors should have received some in their packet and can make additional copies if needed. If any advisors attended the first advisor training on January 21st the forms were left out of the packet. To the best of my knowledge I have contacted those advisors. If any club does not have this form please make sure to call the office or it will be available online at seneca.osu.edu. This form will be completed by members with livestock projects not housed at their address. Forms should be turned into the Extension Office by April 30, 2016.

2016 Junior Fair Theme

The 2016 Junior Fair theme will be Outer Space. We look forward to seeing all of your creative Outer Space decorations and booths!

2016 4-H Enrollment

The deadline for 2016 4-H season will be March 20, 2016. Advisors can begin turning enrollment forms and book orders in to the Extension Office on March 1st. If you have any questions about enrollment forms or the book order form, please call the Extension Office.

**Camp Information**

**2016 Junior Camp at Kelleys Island**

**Planning is underway for the 2016 Jr. Camp at Kelleys Island. On Monday January 18th twenty plus counselors began their training requirements for the year. Additional training dates for counselors will be announced at a later date.**

**Camp registration forms will be available in the coming months along with the cost of camp and any additional information.**

**Families planning on attending camp should note the change in dates for this year. Camp will be help June 28th-July 1st. This is a Tuesday-Friday which is different from previous years which have been held over a weekend.**

**2016 Cloverbud Camp**

**Last year we held our first Cloverbud Camp at Garlo Nature Preserve. We are looking at having another one day camp for Cloverbud members this year. The date and location will be announced at a later time.**

**Kelleys Island Permanent Camp Staff**

**Are you creative, like being outdoors, enjoy water activities, or enjoy preparing and serving food? Erie County Kelleys Island 4-H Camp has an exciting opportunity for permanent staff members. Interested applicants should have a high school diploma, valid driver’s license, CPR and First Aid certified, and completed a criminal background check. Applicants are required to live on the camp facility during the employment. Employment dates are June 1-August 14.**

**If you are interested in this opportunity, stop at the Extension Office for a complete job description and application.**

Ohio 4-H Conference

The 2016 Ohio 4-H Conference will take place at the Greater Columbus Convention Center on Saturday, March 12, 2016. This event 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. There will be nearly 150 sessions with varying topics to choose from. If you are interested in attending, please return the registration form to the Extension Office by Friday

February 5, 2016

Link to the registration form and conference booklet:

[Registration Form](http://www.ohio4h.org/sites/ohio4h/files/imce/about_us/reg%20form.pdf)



**Opportunities for Volunteers and Members**

**Looking for ways to be more involved in 4-H activities and groups? There are several groups that are looking for members.**

**Volunteers:**

**4-H Advisory Council**

**The 4-H Advisory Council is a group of 4-H volunteers who meet once a month to help advise, give direction, and provide financial support to the overall program. 4-H Advisory Council provides scholarships to high school seniors, scholarships for award trips, and provides memorials for past advisors. 4-H Advisory Council also provides support to the Extension Office Staff. If you are interested in joining this group please call the Extension Office 419-447-9722.**

**Members:**

**Carteens**

**Carteens is a teen facilitated traffic safety program for first time juvenile traffic offenders and as of 2015 also open to any teenage drive whose parent/guardian would like them to have a refresher course. Carteens is club made of teenagers who teach the class and we are always looking for new members. If you are interested in this opportunity please call the Extension Office 419-447-9722.**

**Junior Leadership**

**This is open to members 13 years or older. Members meet monthly and plan fundraiser events, candy sale in the fall, sponsor the Santa’s Workshop, and offer scholarships for award trips. Members will also focus on community service projects and overall leadership activities. If you are interested in joining please contact the Extension Office 419-447-9722.**

January, February, and March Calendar

January

1- Holiday Office Closed

7-10 Fair Managers Convention, Columbus

11- Jr. Leadership Meeting

18- Holiday Office Closed

18-Carteens, 6:30 p.m., Extension Office

21- Advisory Council Meeting 5:30 p.m.

21- Policy 1.50 Training, Advisor Training, 6:30 p.m. Extension Office

30- Policy 1.50 Training, Advisor Training 9:00 a.m. Sentinel

30-Quality Assurance Session, 9:00 a.m. Sentinel

February

5- Ohio 4-H Conference Registration Due to the Extension Office

8- Jr. Leadership Meeting, 6:30 p.m. Extension Office

8- Policy 1.50 Training, Advisor Training, 6:30 p.m. Extension Office

18- 4-H Advisory Council Meeting 6:30 p.m. Extension Office

18- Buckeye Leadership Registration Due

20-21 MXC Counselor Workshop, Columbus

22- Carteens, 6:30 p.m., Extension Office

March

1-20- Enrollment open for 2016

12- Ohio 4-H Conference, Columbus 8:00 a.m.

14- Jr. Leadership Meeting, 6:30 p.m. Extension Office

17- 4-H Advisory Council Meeting, 6:30 p.m. Extension Office

18-20 Ohio Beef Expo, Columbus

20- Enrollment Deadline

30-April 3- Buckeye Leadership Workshop, Ashley Ohio

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Keith L. Smith, Associate Vice President for Agricultural Administration; Associate Dean, College of Food, Agricultural, and Environmental Sciences; Director, Ohio State University Extension; and Gist Chair in Extension Education and Leadership. TDD/TTY - 1-800-750-0750

*Caption – tell something about what is going on in the picture*