

Club Guidelines for Record Book Check

- I. Record books should be complete and include all current county record forms that are required.
- II. Record books should meet club criteria and guidelines for achievement.
- III. Content and completeness in responses are important criteria for selection.
- IV. Clubs should set their own deadlines for checking record books prior to the county record book check.
- V. Clubs should determine their own procedures for leaders to check record books.
- VI. Although Cloverbud comment sheets are enclosed - remember that the Cloverbud Record Books are checked at the club level only, not sent to the county for evaluation.
- VII. The Overall Outstanding 4-H Performance Award should be used for scoring each 4-H members overall record book.
- VIII. The Project Score Sheets are for your use to help score each individual project the member signed up for.

County Award Policy

It is recommended:

1. That first time County 4-H Project Award Winners will be recognized by a permanent plate and project disk, and repeat winners be recognized with additional disks to be affixed to the project award plate.
2. That one medal be made available for 15% of the membership enrolled in a project or the largest fraction thereof. (Example: 32 enrolled in a project - 5 medals)
3. That Columbia County 4-H Leader's Council will only be paying for Cloverbud awards and bronze 1st year, silver 5th year, and gold 10th year member pins. If your club would like to give awards/pins to your 2nd, 3rd, 4th, 6th, 7th, 8th, or 9th year members you will need to do that yourself. Each general leader should have a copy of the national 4-H supply Service Catalog, which carries 4-H pins and other 4-H items.
4. Overall Outstanding 4-H Performance Awards in addition to the project awards at 15% of enrollment for each grade.
5. That the following awards be given for club activity:
 - Outstanding Secretary's Books - 15% of clubs
 - Outstanding Historian's Books - 15% of clubs

Outstanding Treasurer's Books - 15% of clubs

6. There is no limit to the number of books in a specific project that can be sent to the county level.