Dear 4-H Leader

Thanks for agreeing to serve as a 4-H Club Organizational Leader this year. We appreciate all the time and effort you put into working with 4-H youth, volunteers and parents. The 4-H Club is the key avenue for providing Wyoming youth with opportunities to learn skills not taught in school and gain valuable life skills. The 4-H Club is the foundation of the Wyoming 4-H Program, therefore it is our goal to provide guidance and support for volunteers that are in those leadership roles.

4-H programs in every state are responsible to the United States Department of Agriculture through National 4-H Headquarters. At the direction of National 4-H Headquarters, the Wyoming 4-H Program started the process of chartering all 4-H Clubs and Committees.

The chartering process will help our clubs set goals, plan an educational program and measure their progress throughout the year. As a way to strengthen that process we have added support pieces that will help the clubs at the conclusion of the year sit down with the membership and evaluate what they have accomplished, celebrate their successes, and identify ways to expand and grow the next year.

With this in mind, we are providing your club with a new “Club Yearly Book” that is designed to serve as an organizational tool to record yearly accomplishments. Our 4-H Clubs are doing great work and these reporting pieces will allow you to celebrate your club’s accomplishments. It also allows the County and State 4-H Programs to keep a history of 4-H clubs’ progress over the years.

This “Club Yearly Book” contains:

Forms to be completed and turned into the Extension Office at the beginning of the 4-H year:
- 4-H Club Charter Application
- Affirmative Action Form

Items that will be compiled in the “Club’s Yearly Book” at the conclusion of the 4-H year:
- 4-H Club Secretary Book
- 4-H Club Treasurer Book
- Educational Learning Goals Report Form
- Community Service Report Form
- 4-H Club’s Project Meeting Report Form

Thanks again for all your time and effort in making our Wyoming 4-H Program such a success!