

New Family Check-list

- ___ Introduce all advisors in the club. Provide a list of advisors names and contact information.
- ___ Explain 4-H is a part of OSU Extension. The local office is located at 2000 Countryside Drive in Fremont next to the Health Department. We are open Monday-Thursday 8 am – 4:00 pm. They can reach us at 419-334-6340.
- ___ Share *The Role of Parents and Family in 4-H* resource sheet. Parents are expected to be involved, attend meetings and events.
- ___ Share your club by-laws, program, calendar. What are your expectations for members? Do you require a certain number of meetings be attended? Share expectations.
- ___ Explain how your meetings typically work and where you meet. If you meet in different places, be sure to share those locations. Do you typically have refreshments? Do members provide refreshments?
- ___ Does your club collect dues? How much are they and what does it cover? When do dues need to be paid? Share this information.
- ___ How do you communicate with your members and families? Via text, email, etc. Share and collected any needed information from the family.
- ___ Show the 4-H Handbook. Explain this is a resource to help them in the selection of 4-H projects and also contains the general rules and guidelines for 4-H, Extension contact information, and guidelines for project judging and fair exhibits related to the project.
- ___ Explain how to enroll online. Give them a copy of the instructions for enrollment. Be sure to explain that it is important to enroll before the April 1st deadline.
- ___ 4-H information can be found on the county web-site at: <sandusky.osu.edu> then click “4-H Youth Development” on the left side of the screen. Information can also be found on the Sandusky County 4-H Facebook page.
- ___ Share the 4-H Calendar. This is where they will find important county-wide 4-H dates like camp, judging and fair. It can be downloaded from <sandusky.osu.edu>
- ___ If they plan to take livestock, talk to them about Livestock QA, junior fair entries, and other livestock-specific requirements. Share the Junior Fair Livestock Summary with them.
- ___ If they plan to take horses, be sure they know they can only do this in a “horse club.” Horse Clubs: Review the Equine Guidelines, Equine Education Meetings, Eat & Rides, etc.
- ___ If they plan to take shooting sports projects, give them a shooting sports program flyer and review the expectation of regular participation in practice events.

Family Name: _____

List reviewed by: _____ On date: _____

