

Clover Flyer Dispatch



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UW-MADISON EXTENSION

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Club Leader Corner

Club Officer Handbooks

President



Vice President



Secretary



Treasurer



Historian



Club Reporter



Recreation Leader



Photographer



Shooting Sports Leader Information

Adult volunteers interested in becoming Certified Shooting Sports leaders can check the state 4-H website for more information. The state website has all the upcoming training where leaders can train in a discipline. Jackson County has a thriving shooting sports program, and Trempealeau County is building theirs from the ground up. Both programs are always looking for more volunteers. Use the link to visit the state website and learn more.

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Forms and Applications

If you are ever looking for a scholarship application, funding request form, New Family Handbook, Participating Disc Catalog, Project grants, and more, check out the Forms and Applications page on both County websites. Each county has many available resources specific to the program they support.

Trempealeau County



Financial Management

Are you looking for resources to manage your club's finances better? The State 4-H website has some great new resources! Check out their 4-H Club Treasurer Handbook! This was updated this year and is ready for you!

The financial management page has lots of information for any questions, from charters to bank accounts and what to do with membership dues; this page has the answers!

Jackson County



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Clover Connections

Clover Connections is a video series that is available on YouTube. Educators from Wisconsin 4-H have put together a series about running meetings and many other details that can help your club run smoothly!

This is an excellent resource for new and experienced club leaders! Some videos were filmed during Covid, but the information is still relevant!

Check them out at the link below!

Club Administration Resources

Here are some great resources for leaders who need guidance with club administration! You will find information on Bylaws, Financial Tools and Resources, 4-H Online and Forms. Bylaws are super important to all clubs and groups! If your club has lost its bylaws or wants to create new ones, check out the new bylaws template! This is a project I have been working on for over a year with other educators to help support community clubs! We only have one geared toward Community Clubs. Still, we will soon have one for Project Groups and Leaders Associations. 4 Clover Flyer Dispatch Financial Tools and Resources Money Management resources and financial policies. If you want to touch on these details, please check them out! 4-H Online, here are some resources to help you navigate 4-H Online. There is a resource library to help you use the program. Be sure to check out these at this link:

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VIP Training

VIP or Volunteers in Preparation training is for anyone who wants to work with youth one-on-one and teach sessions like a project or club leader. If you have signed up to volunteer in 4-H Online and I have yet to approve you, it is because of this: You must complete either VIP (in-person Training), mandated reporter training (Online), or Title IX Training (Online).

I will shift towards less pre-scheduled VIP training and more to working with your schedule. I am also willing to come to club meetings and train adults there! Please contact me if you are interested in scheduling a VIP training!

The mandated reporter is an online course in 4-H Online that you can complete over time. VIP, however, has to be taught by either myself or another educator virtually or in person. This training covers topics like creating a safe environment for youth, insurance, what to do in an emergency, and more. It takes about 90 minutes. I prefer to do VIP training on weeknights in September-May because the rest of the year gets pretty busy for everyone, especially in the summer. Want more information about VIPs? E-mail me! I would be happy to answer your questions!

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State Policies (Update Sheet)

Here is the link to the State 4-H Policies. This sheet has updates for a number of Wisconsin 4-H policies that have been updated like Bank accounts, Chaperones, Membership Dues and Fees Cash awards and prizes, and more!

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What are Charters?

Charters are an annual report that club leaders fill out detailing the club's SMART Goals, Annual activities, high-risk activities, and meeting times and locations. This form may seem like a silly task but it is essential. I use this information to update our website with current club leaders and meeting locations. This process is important because it gives a club or group permission from the state to use the 4-H name and emblem.

This process has been updated in the past couple of years and is now available online! It is also something that can be filled out during a club meeting. Giving members a chance to create club-wide goals and talk about activities they want to participate in during the year is a great way to lighten the load of a club leader and give youth officers/members a leadership opportunity.

Charters are always released on August 1st and due to me on **November 1st**. This document can be submitted to the office as a paper copy or emailed electronically.

I have sessions in the fall to help club leaders complete their charters and ask questions. I have had low attendance the past couple of years, if this is something you are interested in please reach out to me.

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What is the Annual Financial Report?

The annual financial report is a document that clubs submit to track their year of finances. It is a way to keep clubs accountable for spending and make sure that we are using sound fundraising and spending practices. This document seems daunting but if proper records were kept throughout the year it should be straightforward. Here is a list of the **REQUIRED** documents to accompany the Annual Financial Document:

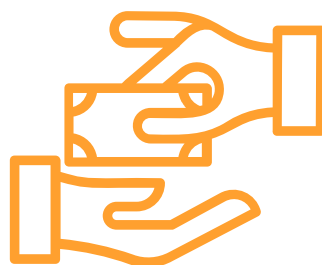
1. Wisconsin 4-H Clubs and Groups Annual Financial Report
2. Wisconsin 4-H Clubs and Groups Audit Checklist
3. A Copy of the checkbook and or savings account registry covering July 1- June 30th
4. A copy of the Bank statement ending June 30 or July 1 for each account. Any differences between the bank statements and the ending balance reported must be reconciled and reconciliation must be uploaded with the annual financial report.
5. A current inventory of land, Buildings, Property, or project equipment with individual values of \$2,000 or greater
6. Monthly Treasurers Reports for 4-H Clubs or Groups with annual income greater or equal to \$20,000.

I have been very relaxed about the submissions in the past couple of years but this year I am going to be expecting more from club leaders who are submitting this form. The top four mistakes:

1. Signatures for both youth and adults on **ALL** the pages.
2. Having someone audit your annual financial report that is **NOT** related to the current account signer.
3. Not submitting a copy of the checkbook/ savings registry.
4. Submitting Annual Financial report paperwork that is out of date.

These are due to me or my office by **September 1st**. If all of these documents are not submitted by the deadline the club or group can lose tax-exempt status, forfeiture of all financial assets, and non-renewal of the 4-H Club or Group Charter. This also means that the IRS gets involved if this is not submitted.

The paperwork is available on the state 4-H. I make sure to only share a link to the state website as it will always have the list of required and current paperwork.



Both County Programs

Where is My Newsletter?

I often get this question: “Can I be added to your newsletter list?”. You must enroll or re-enroll in 4-H Online to be on the mailing list. This is where I pull my lists from.

Before sending out large emails, I update this list.

Check your SPAM folder if you have enrolled in 4-H Online but have not seen an email lately. I switched email systems to avoid this issue, but I need your help. This will help keep you connected and informed!

Want to Add Something to the Newsletter?

Would you happen to have something you want in the following newsletter? Club Leaders, did you do something remarkable? Add it to the newsletter! Have your information typed and sent to andrea.ripple@wisc.edu by the 15th of the month! Getting knowledge in by the 15th will ensure your addition is added. I will not type something up for you, so please have everything ready.

Clover Flyer Dispatch Virtual Newsletter:

Check out the Virtual Newsletter! If you are on the go and want to listen to the highlight reel of the newsletter, check this out! I do one of these every month!



NEW

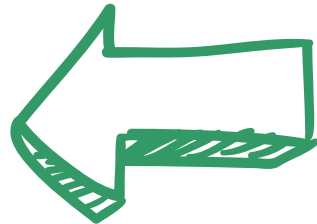
National 4-H Week:

October 1-7th is National 4-H Week! In celebration, we will have to play virtual bingo! Download the bingo cards below and wait for the email every day during the national 4-H week! Email Andrea if you get a bingo, you will win an awesome prize!

Well, we are celebrating our youth let's tell others about 4-H! WHTL in Whitehall is looking for members who are willing to share their 4-H Experiences on the radio! This opportunity is open to everyone! If you are interested in participating please call and set up an in-person or phone interview with Steve Tudhope, at 715-538-4341.



BINGO Cards



August Birthday List:

If you see one of these members, wish them a happy birthday!

Michelle H.	8/3
Anders W.	8/5
Asher F.	8/5
Amber M.	8/6
Sarah B.	8/6
Warren S.	8/6
Soren H.	8/7
Olivia K.	8/8
Elizabeth G.	8/8
Dylan T.	8/8
Allyssa B.	8/9
Kelsey K.	8/9
Ryan O.	8/9
Zionah S.	8/10
Brady B.	8/11
Augustine J.	8/12
Austin C.	8/15
Brett M.	8/16
Owen S.	8/17
Evan K.	8/19
Riley L.	8/20
Jacob K.	8/22
Lucia H.	8/22
Abigail N.	8/23
Sophia Z.	8/28
Jocelyn P.	8/31



Upcoming Programs

Jackson County Programs

Trempealeau County Programs

Both/State Programs

August 2023:

- 1st- Horse Project- Champ Show Marshfield
- 1st- Horse Project- District Gymkhana Show
- 1st- National 4-H Congress- All Team Applications and Exemption Forms Due.
- 1st- National 4-H Congress- Last date to cancel without financial penalty
- 1-6th- Jackson County Fair
- 7th Post Fair Clean Up – 5 pm Livestock Barn & Goat Barn
- 9th Carcass Educational Program @ Falls Meats – Pigeon Falls
- 20th Carcass Awards Program, Sale Check handout and Potluck – Alma Center Lions Shelter – 12 pm
- 21st Jackson County Parents & Leaders Meeting 6pm
- 26th- State Dog Agility at Canine Sports Zone, Middleton WI
- 28th Trempealeau County Parents & Leaders 6:30pm at Pietrek Park

September 2023:

- 1st- Annual Financial Reports (AFR) Due The Extension Office.
- 9-10th- Horse Project, State Gymkhana Show @ State Fair Grounds in West
- 10th Beef Selection Workshop
- 12th- Small Animal Meeting 6 pm at the Extension Office
- 13th Livestock Education Committee Meeting – 7 pm - MLMA
- 15-17th- State Horse Expo
- 18th- Jackson County Parents and Leaders Meeting 6 pm
- 20th Livestock Sale Committee Meeting – 7 pm - MLMA
- 23rd- Horse Project Business Meeting
- 25th- Trempealeau County Parents and Leaders Meeting 6:30 pm.

October 2023:

- 1-7th- National 4-H Week
- 7th- Leadership Retreat
- 16th Jackson County Parents and Leaders Meeting 6 pm
- 23rd Trempealeau County Parents and Leaders meeting 6:30 pm

November 2023:

- 1st- Charters Due to the Extension Office/Online
- 4th Livestock Stocks Auction – 7 pm @ BRF High School
- 4-5th- Fall Forum at the Green Lake Conference Center, Green Lake
- 8th Livestock Education Committee Meeting – 7 pm – MLMA
- 14th- Small Animal Meeting 6 pm at the Extension Office
- 20th Jackson County Parents and Leaders Meeting 6 pm
- 27th Trempealeau County Parents & Leaders 6:30pm

December 2023:



Jackson County Programs

Parents and Leaders Meetings:

Join the Parents and Leaders meetings at 6 pm on the 3rd Monday of the month at the Extension office. If you can't join the meeting in person, you can use the QR Code to access the virtual link.

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Funding Requests:

Parents and Leaders recently had many funding requests come in after an event. We encourage participation in training and conferences, but we would like to ask you to submit funding requests before you attend the event. Next time you have a funding request, please attend a Parents and Leaders meeting before. These meetings are every 3rd Monday of the month at 6 pm in the Extension building. This will help us plan out our budget for the future.

Cook Book Fundraiser:

Jackson County Parents and Leaders need your help! They have many cookbooks they want to sell but need help. They have come up with a challenge for each club to help! Clubs will receive 20 books for selling. Books are \$10 each. Clubs will be responsible for picking up and selling cookbooks. Club Leaders Should Contact the Office to schedule a time to pick up their books!

Dairy Judging Team:

Let's all congratulate the Dairy Judging team for placing at Area Animal Science Days and Going on to the State judging contest! This young team included the following members:

- Drew Stetzer
- Sean Stetzer
- Raenann Ruzic
- Kyra Bue

They went on to the state judging competition at the Dodge County Fair Grounds in Beaver Dam in conjunction with the State Ayrshire and Milking Shorthorn show on Monday, July 17th. At this competition, they were ranked 5th in the state out of 12 teams! Sean Stetzer swept the competition and placed 1st overall in the Junior competition! Drew placed 13th overall, Raeann placed 43rd, and Kyra Bue placed 53rd! Way to go team!



Livestock Judging Team:

The Jackson County Livestock Team is doing great things once again! Area Animal Science Days saw both their senior and junior teams achieve and go on to state.

Here is the list of the team members:

Junior team

- Alyssa Lindow
- Brenna Thorson
- Justin Kling

Senior Team

- Morgan Berg
- Morgan Lindow
- Jake Kling
- Amara Streff

The state competition was on July 24th at the Lodi Fair Grounds. Here is how the Junior team did, Brenna Thorson placed 5th, Alyssa Lindow Placed 11th, and Justin Kling Placed 19th. The team placed 2nd overall. Congratulations!

Morgan Berg placed 4th overall for the senior team. Jake Kling placed 7th, Amara Streff placed 9th, and Morgan Lindow placed 21st! The team placed 2nd offer all as a team! The senior team will go on to the national competition this fall.



Club	Leader/s	Contact Information	Location
BRF Trailblazers	Amy Carrier	715-896-6527	Black River Falls
Country Crystals	Karen Kling Kathlene Zipfel	715-662-2600 715-299-7912	Taylor
Hixton Lucky Clovers	Molly Kniesely	715-299-2470	Hixton
Melrose Satellites	Becky Radcliffe	715-896-1157	Melrose
Milk Duds	Mary Giese	715-896-1039	Garden Valley
Moundview Happy Workers	Angela Fisher	715-299-2872	Garden Valley
Northfield Go-Getters	Stephen Smith	715-984-2267	York
Osseo Wild Mustangs	Melissa Olson	715-586-0023	Osseo
Whispering Hills	Ellie Hurlburt Maribeth Graham	715-284-4917 715-896-3040	Black River Falls
Livestock Committee	Jerome Laufenberg	715-284-7598	Jackson County

Dog Project	Laurie Guza	laguza26@yahoo.com 608-864-0690	Jackson County
Shooting Sports	Justin Pleinis	jcpleinis@gmail.com	Jackson County
Small Animal Committee	Alyssa Lindow	jacksonsmallanimal@gmail.com	Jackson County
Horse Project	Thomas Giese	giesethomas@yahoo.com	Jackson County
Dairy Project	Holly Meimann	Jacksoncountycd@gmail.com	Jackson County
Parents and Leaders	Molly Kniseley	715-299-2470	Jackson County



Trempealeau County Programs

Volunteer of the Year Award:

Valerie Erickson has been selected as the 2023 volunteer of the year. Val has been the Parent and Leaders President for the past couple of years. She has the amazing skill of managing meetings efficiently and timely. Val is well deserving of this recognition!

This award and others are only possible if members and volunteers are nominated. There are so many hard-working volunteers in this program that deserve recognition, be sure to nominate them next year.





The Future of the Parents and Leaders Association:

The problem: Parents and Leaders Association is looking at reorganizing. Attendance at these meetings has been declining since I, Andrea, started as an educator. This predates my position. This makes it impossible for Leaders to make financial decisions.

Here is where you, come in. There will be a county-wide meeting on **August 28th at Pietrek Park**. Pizza will be provided. Each club is **REQUIRED** to send an adult and youth representative. Each club that sends a representative will receive \$100 from the leaders association for their one representative.

The purpose of this meeting is to review the bylaws and decide the future of the Parents and Leaders Organization. Club representation is important and your voice matters. This is the time to bring your ideas and a way to implement them.



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Funding Request Form:

Are you planning on participating in an educational experience and would like to apply for possible reimbursement? Here is the form you would need!

<https://trempealeau.extension.wisc.edu/files/2019/04/2019-Funding-Request-Form.pdf>

Club	Leader/s	Contact Information	Location
Arcadia Hummingbirds	Rosa Mooney	608-863-3482	Arcadia
Coulee Clovers	Cindy Peterson	608-989-2249	Blair
Etrick Eagles	Emily Osborn		Etrick
Frenchville Clovers	Heather Olson	608-484-0447	Frenchville
Glasgow/Hardies Creek Busy Bees	Heidi Johnson		Galesville
Hale and Hardy	Lindsey Nelson	nelson.lindseya82@gmail.com	Plesentville
Lincoln Pioneers	Kim Pryzbylla	715-530-1443	Independence
Sunnyside	Nicole Borreson Bridget Barczak	608-797-3213 608-386-0564	Blair
Trempealeau Trusty Workers	Jenny Hilton Laura Roessler	608-539-2299 608-385-6710	Centerville

Whitehall Happy Hustler	Sharon Pederson	715-538-4856	Whitehall
Dog Project	Judy Betker Sandy Sygulla	608-989-2386 715-538-2331	Trempealeau County
Horse Project	Becky Hynes	608-865-1038	Trempealeau County
Parents and Leaders			Trempealeau County
Llama Project	Becky Poulos	715-538-1444	Trempealeau County
Shooting Sports	Open Position		Trempealeau County

