



RIO ARRIBA COUNTY 4-H PROGRAM  
**YEAR-END CLUB / FINANCIAL REPORT**

According to the 2016-2017 Rio Arriba County 4-H By-Laws each club ***must submit*** an official club secretary book, including business meeting minutes and attendance, and a year-end club report in order to remain a club in good standing for the coming 4-H year.

**DUE IN EXTENSION OFFICE – SEPTEMBER 30**

CLUB: \_\_\_\_\_ YEAR: 20\_\_\_\_ - 20\_\_\_\_

**Club Organizational Leader(s):**

Name \_\_\_\_\_ Phone: \_\_\_\_\_

Email: \_\_\_\_\_

Name \_\_\_\_\_ Phone: \_\_\_\_\_

Email: \_\_\_\_\_

Total Number of Enrolled Members as of First Monday in March \_\_\_\_\_  
 (Verified by Extension Office)

Senior Members: \_\_\_\_\_ Novice Members: \_\_\_\_\_

Junior Members: \_\_\_\_\_ Cloverbud Members: \_\_\_\_\_

Total Number of Enrolled Adult Volunteer Leaders: \_\_\_\_\_

**Adult Volunteer Leader Trainings Attended by Leaders: (Check all that apply)**

\_\_\_\_ New 4-H Year Leader Training

\_\_\_\_ Shooting Sports Leader Certification

\_\_\_\_ NM 4-H Leader's Forum

\_\_\_\_ County Leaders Forum

\_\_\_\_ Western Regional Leader's Forum

\_\_\_\_ Other (please specify) \_\_\_\_\_

Properly completed and turned in to the Extension Office (Date of Submission Recorded by Extension Office)

1. CURRENT YEAR 4-H CLUB SECRETARY'S BOOK: \_\_\_\_\_

2. CLUB TREASURER REPORTS AND/OR TREASURERS BOOK: \_\_\_\_\_

(Attach copies at end of report form)

3. CLUB MEMBER EXTRA 4-H PROJECT, LIVESTOCK TAGS, FLASHDRIVE FEES: \_\_\_\_\_

Check #: \_\_\_\_\_ Amount: \_\_\_\_\_

4. ATTENDANCE: Meetings held from October to September of Current 4-H Year

Number of *business* meetings held (Minimum of 6 meetings REQUIRED per 4-H year) \_\_\_\_\_  
 (Based on a percentage of members in attendance)

Month	# Members Enrolled	# Members Present	Percent Attendance
October			
November			
December			
January			
February			
March			
April			
May			
June			
July			
August			
September			
Average Attendance			

5. 4-H PROMOTION: Give a brief title of activities and number of members participating.

- A. NATIONAL 4-H WEEK: \_\_\_\_\_ # of Participants \_\_\_\_\_
- B. 4-H RECRUITMENT PROMOTIONS: \_\_\_\_\_ # of Participants \_\_\_\_\_
- C. 4-H CLUB FUNDRAISERS: \_\_\_\_\_ # of Participants \_\_\_\_\_
- D. OTHER 4-H PROMOTIONS: \_\_\_\_\_ # of Participants \_\_\_\_\_

6. 4-H COMMUNITY SERVICE:

Event / Activity	Brief Description of Service / Who Benefited	Date	# of Participants



**8. PUBLIC SPEAKING/DEMONSTRATIONS:**

List of members participating in public speaking opportunities and/or demonstrations on the club level.

Name of Participant	Speech or Demo	Name of Participant	Speech or Demo

**9. 4-H MEMBER RECORD BOOKS:**

# of Members Submitting County 4-H Record Books \_\_\_\_\_

Name of Member	Name of Member	Name of Member	Name of Member

