


TEXAS A&M
AGRILIFE
EXTENSION

Texas 4-H Youth Development

Texas 4-H
**PLANNING TO
STRENGTHEN CLUB
EFFECTIVENESS**


 **ENHANCING THE CLUB EXPERIENCE.....**

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Topics

- Icebreaker Activity: A Knot or Not a Knot
- Why Do We Have Club Meetings?
- Strategies for Annual 4-H Club Planning
- Keys to Effective Club Meetings

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ICEBREAKER ACTIVITY: A Knot Or Not A Knot?

- When the ends of the rope are pulled, will there be a knot or not a knot?
- Choose A Side
 - Left Side – A Knot
 - Right Side – Not A Knot
- Convince A Partner To Change To Your Point Of View
- Pull The Rope...now what do you think? A Knot or Not A Knot?



ENHANCING THE CLUB EXPERIENCE.....

WHY DO ADULTS HAVE 4-H CLUB MEETINGS?




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WHY DO KIDS COME TO
4-H CLUB MEETINGS?

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WHAT ARE THE PARTS
OF A CLUB MEETING?


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Parts of a Club 4-H Meeting

- Inspiration
- Program
- Business
- Recreation




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ACTIVITY: Parts Of A 4-H Club Meeting

- Inspiration
 - Approximately 5-10 minutes
- Program
 - Approximately 15 minutes
- Business
 - Approximately 15-20 minutes
- Recreation
 - Approximately 15-20 minutes




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Why Plan?

- Allows members to become part of decisions and bonds officer team
- Specific jobs for every member
- Assures a balanced program/variety of programs
- Permits families to participate
- Allows for adequate preparation of officers/club managers
- Assures the program is what members want


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Things To Consider As You Begin

- Members' ages, where they live, what they like to do
- Community, businesses, and resources available
- Current emphasis in Texas 4-H program (new activities, curriculums, projects)


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When Do We Plan?

- SUMMER! Between June and August prior to new 4-H year
- At Officer Training
- Adapt plan throughout year as needed


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A Good Plan Includes...

- Member involvement
- Club recognition
- Promotional activity
- Review of bylaws/standing rules
- Completing the chartering process
- Feedback from members and parents through survey results
- Project or activity leaders

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Setting Club Goals

- What members, volunteers, and parents would like to see the club accomplish
- Once specific goals are defined, leaders should guide club members in determining the specific steps they must take to achieve each goal.




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Examples of Club Goals

- Promote 4-H at 2 new schools and recruit 10 new 4-H members
- Involve 2 new parents in each club program activity
- Learn more about the 4-H ____ project in _____ County
- Participate in 1 community service or service learning activity each month
- Involve all parents in project training meetings
- Involve Junior 4-H project leaders in project training meetings
- Promote youth participation in local 4-H programs and events





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What Do We Plan? (Answer: EVERYTHING!)


- Time/Date/Location of Meetings
- Inspiration
 - Pledges
 - Inspiration
 - Ice Breaker
 - Introduction of New Members/Guests
- Program
- Business Meeting Items
- Recreation
- Clover Kids Activities


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What ELSE Do We Plan?

- List of committees and members
- National 4-H Week Marketing/Interpretation Event
- Membership drive/recruitment event
- Club recognition event
- Fund raiser(s)



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Business Meeting

- Officer Reports
- Activity Reports
- Committee Reports
- Leader/Club Manager Reports
- Unfinished Business
- New Business
- Community Service





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TIPS For A Smooth-Running Meeting


- Printed agenda
- Allot time for each section of the agenda
- Organize agenda in this order:
 - Inspiration
 - Program
 - Business
 - Recreation
- Train officers and members to use correct parliamentary procedure





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Planning is Finished – Now What?


- Create a club handbook
- Officers (and club managers) should implement the plan
- Ensure that all members are fulfilling their responsibilities
- Officers should run the meeting
- Be flexible- prepare for the unexpected
- Keep lines of communication open
- Celebrate successes




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Evaluating Club Meeting Success

- Debrief after each meeting with the officers
 - What went smoothly
 - Where can they improve
- Have officers complete club meeting scorecard for each meeting
- What was the attendance?
- Were members involved?



To Make The Best Better!



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