# Northwest Michigan 4-H Livestock Council

# *Policies & Procedures*

**www.northwestmichiganlivestockcouncil.org**

Updated 2-1-22

The **Northwest Michigan 4-H Livestock Council** (4-H Livestock Council) coordinates and oversees the 4-H Livestock programs exhibiting at the Northwestern Michigan Fair (NW MI Fair). Working closely with Michigan State University (MSU) Extension 4-H Program Coordinators and staff, they bring livestock education to youth from five counties in Northern Michigan: Grand Traverse, Leelanau, Benzie, Kalkaska, and Antrim.

The Northwest Michigan 4-H Livestock Council works within the guidelines and parameters set forth by MSU Extension 4-H, the Michigan Association of Fairs and Exhibitions (MAFE), and the Michigan Department of Agriculture and Rural Development (MDARD).

**4-H Mission Statement:** 4-H is a youth development program that involves volunteers in providing positive, experiential educational opportunities for and with youth. 4-H's mission is to create environments, through collaboration, that build strong, healthy youth who are proactive in a complex and changing world.

**4-H Motto:** "To Make the Best Better"

**4-H Colors:** Green (representing life, growth, and youth) & White (representing purity and high ideals)

**4-H Pledge:**

I Pledge:

My HEAD to clearer thinking
My HEART to greater loyalty
My HANDS to larger service
My HEALTH to better living
For my club, my community, my country, and my world

MSU is an affirmative-action, equal-opportunity employer. Michigan State University Extension programs and materials are open to all without regard to race, color, national origin, gender, gender identity, religion, age, height, weight, disability, political beliefs, sexual orientation, marital status, family status or veteran status.

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# 2022 Michigan State University Extension County 4-H Program Coordinators

| | |
|---|---|
| Antrim County: | Geep Charlebois<br>County Building<br>PO Box 427<br>Bellaire, MI 49615<br>231-533-8818<br>charleb7@msu.edu |
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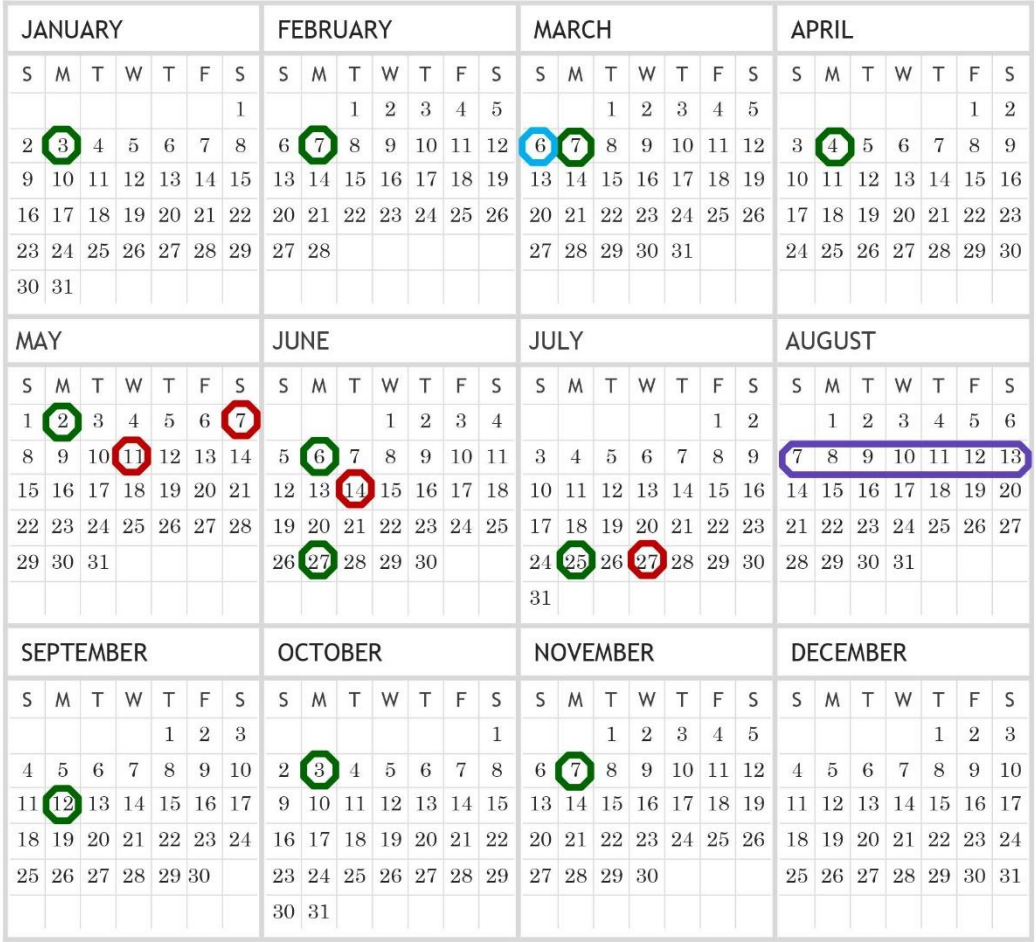
Northwest Michigan 4-H Livestock Council

# 2022




| LIVESTOCK COUNCIL MEETINGS | | |
|---|---|---|
| **DATE** | **TIME** | **DUE** |
| JANUARY 3RD | 6:30 pm | Large Beef Registrations |
| FEBRUARY 7TH | 6:30 pm | Swine Registrations |
| MARCH 7TH | 6:30 pm | Dairy Feeder, Goat, Junior Beef, Lamb, & Poultry Registrations |
| APRIL 4TH | 6:30 pm | |
| MAY 2ND | 6:30 pm | Horse, Llama & Alpaca, and Rabbit & Cavy Registrations |
| JUNE 6TH | 6:30 pm | Dog Registrations |
| JUNE 27TH | 6:30 pm | |
| JULY 25TH | 6:30 pm | |
| SEPTEMBER 12TH | 6:30 pm | Record Books |
| OCTOBER 3RD | 6:30 pm | Thank You Notes |
| NOVEMBER 7TH | 6:30 pm | **Annual Meeting** |
| DECEMBER | NO MEETING | |

**Education Expo**
**March 6th**

| 2022 WORK BEES | |
|---|---|
| **DATE** | **TIME** |
| MAY 7TH | 9:00 - 11:30 am |
| | 2:00 - 4:30 pm |
| MAY 11TH | 6:00 - 8:30 pm |
| JUNE 14TH | 6:00 - 8:30 pm |
| JULY 27TH | 6:00 - 8:30 pm |

**Northwestern Michigan Fair**
**August 7th - 13th**

# Important Dates - 2022

| Species | Registration Date | Possession Date | Birth Date/Age |
|---|---|---|---|
| **Dairy Feeder** | March 7 | March 1 | After January 1 |
| **Dog** | June 6 | N/A | At least 6 months old<br>(At least 1 year for agility) |
| **Goat** | March 7 | May 1 | After November 1<br>(Market Only) |
| **Horse** | May 2 | N/A | N/A |
| **Junior Beef** | March 7 | May 15 | After January 1 |
| **Steer/Heifer** | January 3 | January 1 | < 19 months at weigh in |
| **Lamb** | March 7 | May 1 | After January 1 |
| **Llama/Alpaca** | May 2 | N/A | N/A |
| **Poultry** | March 7 | | |
| - Cornish Game Hens | | July 5 - 9 | 4 weeks at weigh in |
| - Ducks | | May 31 - Jun 4 | 9 weeks at weigh in |
| - Geese | | April 5 - 16 | 16 – 17 weeks at weigh in |
| - Production Pullets | | Oct 15 - Jan 31 | |
| - Meat Chickens | | June 6 - 11 | 8 weeks at weigh in |
| - Turkey | | April 11 - 23 | 15 – 16 weeks at weigh in |
| **Rabbit/Cavy** | May 2 | | |
| - Fryer Pen of 3 | | May 1 | Bred: May 1<br>Birth: May 29 |
| - Single Fryer | | May 1 | Bred: May 1<br>Birth: May 29 |
| - Single Roaster | | April 17 | Bred: January 10<br>Birth: February 7 |
| **Swine** | February 7 | May 1 | After January 1 |

# Market Weight Requirements

| Species | Minimum Market Weight | Maximum Market Weight |
|---|---|---|
| **Dairy Feeder** | 350 lbs | None |
| **Goat** | 65 lbs | None |
| **Junior Beef** | None | 700 lbs |
| **Lamb** | 105 lbs | None |
| **Poultry** | | |
| - Cornish Game | 2 lbs per bird | 3 lbs per bird |
| - Ducks | 4 lbs per bird | None |
| - Geese | 8 lbs per bird | None |
| - Production Pullets | | |
| - Meat Chickens | 5 lbs per bird | 10 lbs per bird |
| - Turkey | 15 lbs per bird | None |
| **Rabbit/Cavy** | | |
| - Meat Pen | 3 lbs per rabbit | 6 lbs per rabbit |
| - Single Fryer | 3 lbs | 6 lbs |
| - Single Roaster | 5 lbs | None |
| **Steer/Heifer** | 900 lbs | None |
| **Swine** | 225 lbs | 315 lbs |

# 2022 Arrival Times, Entry Gates, & Requirements

| SPECIES | ARRIVAL TIMES | ENTRY GATE | REQUIRED |
|---|---|---|---|
| Swine | 6am – Noon | 4 | 840 Tag, Health Record |
| Steer/Heifer | 7am – 11am | 4 | RFID Tag, 4H Tag, Health Record |
| Dairy Feeder | 7am – 11am | 4 | RFID Tag, 4H Tag, Health Record |
| Jr Beef | 7am – 11am | 4 | RFID Tag, 4H Tag, Health Record |
| Lamb | 8am – 11am | 3 | Scrapies Tag, 4H Tag, Health Record |
| Goat (Market) | 8am – 11am | 3 | Scrapies Tag, 4H Tag, Health Record |
| Goat (Breed) | 8am – 11am | 3 | Tattoo w/ Scrapies Tag or Certificate of Registry, Health Record |
| Rabbit/Cavy | 10am – 4pm | 4 | Ear Tattoo, Health Record |
| Poultry | 10am – 4pm | 4 | Proof of Pullorum Free, Health Record |
| Llama/Alpaca | 11am – 4pm | 4 | Health Record |
| Horse | Noon – 5pm | 4 | Coggins, Health Record |

- All vehicles enter the main fairground entrance and exit at gate 1.
- Animals walking in must stay on the dirt road…Do NOT walk through the food court area.
- There will be NO PARKING on Blair Townhall Rd during fair week. Do NOT park in the main fairground parking lot as that is for the paying public…You WILL be towed.
- 4-H parking is provided across from the fairgrounds off of Blair Townhall Rd, at Bloxsom Roofing, or behind the campground under the power lines. All livestock trailers must be parked under the power lines.

# Northwest Michigan 4-H Livestock Council
# Youth Members' Responsibility Check List

## Pre-Fair:

- ☐ JOIN a registered 4-H Club in Grand Traverse, Leelanau, Benzie, Antrim, or Kalkaska County
- ☐ ENROLL in 4-H via https://v2.4honline.com
- ☐ Complete 4-H Livestock Council's species-specific ONLINE REGISTRATION no later than the deadline posted for the species. No late registrations will be accepted
- ☐ Earn 2 EDUCATION CREDITS from 4-H Livestock Council and/or MSU approved educational events by June 30th
- ☐ Sign up & serve 2 hours of WORK BEE clean-up at the fairgrounds
- ☐ Abide by all rules and responsibilities outlined in the 4-H Livestock Council's POLICIES & PROCEDURES, SPECIES-SPECIFIC POLICIES & PROCEDURES, and the 4-H YOUTH CODE OF CONDUCT
- ☐ Complete all REGISTRATION PAPERWORK for the NW MI Fair no later than the deadline printed in the NW MI Fair Premium Book

## During Fair:

- ☐ Attend the MANDATORY FAIR MEETING for all participants of the NW MI Fair, held the first Saturday of the fair
- ☐ Attend the MANDATORY BARN MEETING for each barn in which you have an animal
- ☐ Properly CARE FOR ANIMALS throughout the week of fair
  - Follow posted feeding & exercise times
  - Clean stall/pen/cage daily
- ☐ Complete BARN DUTY as scheduled for each barn in which you have an animal
- ☐ SHOW in the appropriate showmanship, market, and/or breed classes
- ☐ Participate in the LIVESTOCK AUCTION, if appropriate
- ☐ Pose with your animal(s) for BUYERS' PHOTOS
- ☐ CLEAN stall/pen/cage before leaving the fairgrounds

## After Fair:

- ☐ Complete a species-specific RECORD BOOK for each livestock project
  - To be turned in at the September 4-H Livestock Council meeting
- ☐ Market Projects: Write a THANK YOU NOTE to the buyer
  - Deliver note and a 5x7 copy of the photo to the buyer
  - Submit a copy of the note to the 4-H Livestock Council at the October meeting

# Northwest Michigan 4-H Livestock Council
# Youth Code of Conduct

Youth participating in any 4-H Livestock Council activity must follow the Michigan 4-H Youth Code of Conduct that each member signs annually through 4-H Online:

Participation in Michigan 4-H programs is subject to the observance of the program rules. Any participant who knowingly violates this Code of Conduct is subject to discipline, up to and including removal from the activity he or she is participating in (at their own expense) or the entire county 4-H program.

Determination of disciplinary action shall be done with input from volunteers and staff overseeing the program or activity. Final decisions about discipline will be made by the MSU Extension staff.

Michigan 4-H members will:

1. Show respect for, and cooperate with, fellow members, volunteers and staff.
2. Follow 4-H policies and procedures (including 4-H Livestock Council procedures) when participating in any 4-H sponsored event.
3. Under no circumstances possess, sell or consume alcohol or possess, sell or use controlled substances at an MSU Extension 4-H youth activity or event.
4. Under no circumstances attend or participate in an MSU Extension 4-H youth activity or event under the influence of alcohol and/or controlled substances including tobacco, electronic cigarettes, vapes, etc.
5. Under no circumstances bring dangerous or unauthorized materials (such as explosives, weapons or similar items) to an MSU Extension 4-H youth activity or event.
6. Under no circumstances, commit or threaten violence toward any individual, group, the 4-H Livestock Council, or the Northwestern Michigan Fair board.
7. Abstain from harassment or bullying of another participant, volunteer or staff member (either in face to face interactions, through social media or other communication venues), particularly when the behavior is disrespectful as regards a person's gender, race, age, sexual orientation, religion, national origin, disability or appearance.
8. Not cheat or falsely represent efforts related to 4-H project activities.

Any participant who violates the Northwest Michigan 4-H Livestock Council Youth Code of Conduct is subject to discipline that may include:

1. Removal from the activity/event he or she is participating in.
2. Disqualification from some or all 4-H Livestock Council activities including the livestock auction for the following year.
3. Contact of Law Enforcement authorities if youth are in possession of or under the influence of alcohol and/or controlled substance including tobacco, electronic cigarettes, etc.
4. Seniors not being permitted to return the next year & participate in the 4-H Livestock program or auction as a "Super Senior".
5. During the week of fair, the NW MI Fair Board Members have the right to discipline as they see fit in compliance with the NW MI Fair policies and rules as posted and printed in the current year's Premium Book.

# Northwest Michigan 4-H Livestock Council
# Youth Members' Rules & Responsibilities

To be a successful 4-H youth member, a young person needs to:

- Strive to become the best he/she can be, consistent with the ideals expressed in the 4-H pledge and motto.
- Exhibit good character at all times, both within and outside of 4-H activities
- Serve as a positive role model for younger 4-H members
- Respect the rights of the 4-H Livestock Council board, 4-H leaders, parents, and other members
- Exhibit a willingness to learn
- Accept responsibility for your actions
- Strengthen, promote, and support the 4-H program, the 4-H Livestock Council, 4-H clubs, and 4-H members through positive comments and actions

**Youth Member Responsibilities:**

1. Enroll EACH YEAR as a 4-H member via the 4-H Online Registration process at https://v2.4honline.com.
   a. Enrollment acknowledges that you have read and agree to abide by the 4-H YOUTH CODE OF CONDUCT at all times.

2. Be an ACTIVE member in a registered 4-H club by attending all club functions and participating in planning and carrying out of club activities.
   a. Older members are encouraged to serve as teen leaders and/or club officers and serve as mentors to new/younger members.
   b. The club leader should be notified if attendance at any club event or activity is not possible.

3. Submit the appropriate ONLINE REGISTRATION FORM by the deadline for each project that will be entered in a 4-H Livestock Council show that year. Registration links can be found on the species-specific pages on the Livestock Council's website.

4. Complete 2 REQUIRED EDUCATIONAL CREDITS for the current year.
   a. Attend at least 2 educational events to learn about 4-H, raising a livestock animal, or a specific aspect of a 4-H market/show project (selection, nutrition, showmanship, etc).
   b. Credits must be earned no later than June 30th for the current year.
   c. All education credits must be approved by a 4-H Livestock Council Board member.
   d. Dates and times of educational events will be announced at the 4-H Livestock Council's monthly meetings, posted on the Livestock Council's website and on Facebook, and emailed to the 4-H Livestock Council's email list as they become available.

5. Attend 2 hours of WORK BEE clean-up events at the fairgrounds each year.
   a. Register for the work bee via the Sign-up Genius system.

b. Dress appropriately and bring the necessary tools to participate in that work bee's activities. Notifications are sent via email as to what is needed.
c. Dates and times of work bees are announced at 4-H Livestock Council meetings and printed on the annual calendar. No make-up sessions will be scheduled.

6. Abide by all 4-H market and/or non-market animal requirements as outlined in the NORTHWEST MICHIGAN 4-H LIVESTOCK COUNCIL POLICIES & PROCEDURES including, but not limited to, the proper care of the animal(s) before, during, and after the NW MI Fair.

7. Participate in REQUIRED ACTIVITIES while at the NW MI Fair, including:
   a. Obtain and wear a wristband indicating your participation throughout the week of fair.
   b. Attend the MANDATORY meeting for all participants of the NW MI Fair
   c. Properly care for the animal(s) throughout the week of fair:
      i. Wear protective footwear at all times when working with your animal.
      ii. Abide by posted feeding and exercise times for each barn.
      iii. Properly clean the animals' pen/stall/cage(s):
         1. Daily as posted in the rules for each barn.
         2. Prior to leaving the NW MI Fair's grounds.
   d. Show in the appropriate 4-H Livestock Council showmanship, market, and/or breed classes and participate in the 4-H Livestock Council's Market Auction if appropriate. Classes and auction line-up will be posted in each barn.
   e. Fulfill species-specific duties, including barn duty, as scheduled by the species chairperson. Rules and responsibilities to be discussed at the barn's meeting and posted in each barn
   f. Pose with your animal(s) for a "Buyer's Photo" to be taken by a professional photographer at the assigned time and location for the species.
      i. Must occur at the specified location – NOT in the auction or show ring.
      ii. MANDATORY for ALL MARKET animals.
   g. Abide by the 11pm mandatory CURFEW for all 4-H youth participants. All youth members need to be at their campsite by curfew.

8. Complete a species-specific RECORD BOOK to track the progress of the project throughout the year.
   a. To be turned in at the SEPTEMBER 4-H Livestock Council monthly meeting.

9. Market Projects: Write a THANK YOU NOTE to the buyer and deliver it along with a 5x7 copy of the "buyer's photo" that was taken at the fair to the buyer NO LATER THAN OCTOBER 1st of the current year.
   a. It is HIGHLY ENCOURAGED that the photo be framed and delivered in person to the supporting buyer.

# Northwest Michigan 4-H Livestock Council
# Consequences for Violations

- **4-H Livestock Council and Michigan 4-H Youth Code of Conduct** – consequences may include:
  - Immediate disqualification from the 4-H event/activity
  - Disqualification or limitation from participation in 4-H Livestock classes and auction held during the NW MI Fair the following year
  - Illegal activities WILL result in contact with the law enforcement authorities

- **Registration –** Failure to complete the species-specific registration form by the posted deadline WILL result in:
  - Disqualification from participation in that particular species' 4-H shows and the livestock auction at the NW MI Fair for that year

- **Education & Work Bee Requirements** – Failure to complete any of these requirements by the posted deadline WILL result in:
  - Disqualification from participation in 4-H livestock shows and the livestock auction at the NW MI Fair for that year

- **Northwest Michigan 4-H Livestock Council Policies & Procedures –** Failure to comply with any and all rules and regulations outlined in the Policies & Procedures, including the proper care of the animals, may result in:
  - Disqualification from participation in the 4-H Livestock Council activities for the current or following 4-H Program year, including participation in livestock shows and the livestock auction at the NW MI Fair

- **Record Books (All Species) –** Failure to submit a completed record book at the September meeting of the 4-H Livestock Council WILL result in suspension from the 4-H Livestock classes and auction held during the NW MI Fair the following year.
  - Suspended youth who complete their record book and submit it to the 4-H Livestock Council by the November meeting that same year will again be eligible to register for 4-H Livestock classes and auction held during the NW MI Fair the following year

- **Thank You Notes (Market Projects Only) –** Failure to deliver a thank you note along with a 5x7 copy of the buyers' photo to the buyer no later than OCTOBER 1st and submitting a copy of that thank you note at the OCTOBER meeting of the 4-H Livestock Council WILL result in a suspension form the 4-H Livestock classes and auction held during the NW MI Fair the following year
  - Suspended youth who deliver their thank you note to their buyer and provide a copy of the thank you note to the 4-H Livestock Council by the NOVEMBER meeting that same year will again be eligible to register for 4-H Livestock classes and auction held during the NW MI Fair the following year

# Northwest Michigan 4-H Livestock Council

## Youth Members Age Policy

The following age requirements have been established for the 4-H Program in the five counties in our area that participate in the NW MI Fair.

1. **4-H Market & Showmanship –** To participate youth must be between eight (8) and nineteen (19) years of age on or before January 1st of that calendar year. For safety reasons, to participate in the 4-H market steer and/or heifer project, youth must attain the age of thirteen (13) or older on or before January 1st of that calendar year OR twelve (12) with two years of prior market cattle experience.

2. **Cloverbud Showman –** To participate in the 4-H Cloverbud program, the youth must be between five (5) and seven (7) years of age on or before January 1st of that calendar year.

3. **Super Senior Showman -** Super Senior is a term used with the 4-H Livestock Council for youth who have graduated from high school and in 4-H age they are still eligible to participate in our local fair with an animal project a year after graduation. Super Seniors may not be able to participate in select species due to overcrowding in the barns.

4. **Differently Abled -** Members of the Differently Abled 4-H Program may take part in 4-H activities through the age of 26.

No youth or adult will be discriminated against, excluded from, nor denied benefits of any MSU Extension program or activity on the grounds of race, color, national origin, gender, gender identity, religion, age, height, weight, disability, political beliefs, sexual orientation, marital status, family status or veteran status.

# Northwest Michigan 4-H Livestock Council
# Youth Member's Registration

## Registration Forms:

1. Registration MUST be submitted online NO LATER THAN MIDNIGHT on the day of the posted deadline. Registration links can be found on the Livestock Council's website:

| **January** | **March** | **May** |
|---|---|---|
| Large Beef | Dairy Feeder | Horse |
| | Goat | Llama/Alpaca |
| **February** | Jr Beef | Rabbit/Cavy |
| Swine | Lamb | |
| | Poultry | **June** |
| | | Dog |

2. It is important that submitted forms are complete and accurate.

## Registration Regulations:

1. Members may only register one (1) MARKET animal.

2. If a member wishes to drop after registration, he/she must communicate with the appropriate species chair as soon as possible. Once dropped, registration will not be reinstated.

3. Registration with the 4-H Livestock Council does NOT constitute registration with the NW MI Fair. Members must still register with the fair via the Premium Book.
    a. All forms must be filled out completely and submitted to the NW MI Fair office no later than the posted deadline.
    b. Members must register for ALL classes including 4-H and Open. No additions to classes will be allowed following the registration deadline.

4. Registration with the 4-H Livestock Council and the NW MI Fair PROHIBITS market livestock participants from participating in any other market program at any other fair the same calendar year. Violation of this rule WILL result in suspension for the 4-H Livestock Council and the NW MI Fair the following year.

# Northwest Michigan 4-H Livestock Council
# Animal Project Requirements

## General Requirements for ALL Animal Projects:

1. The 4-H member must be the primary caregiver of the animal from possession date until the end of the fair.

2. Cloverbud showmen who are 5-7 years of age are required to have an adult with them at all times when feeding, working with or showing an animal. The member must be able to work with and handle the animal him/herself. The adult is present to provide support and guidance should a problem occur.

3. The following deadlines must be met for all animals that will be shown:

| Species | Registration Date | Possession Date | Birth Date/Age |
|---|---|---|---|
| **Dairy Feeder** | March 7 | March 1 | After January 1 |
| **Dog** | June 6 | N/A | At least 6 months old<br>(At least 1 year for agility) |
| **Goat** | March 7 | May 1 | After November 1<br>(Market Only) |
| **Horse** | May 2 | N/A | N/A |
| **Junior Beef** | March 7 | May 15 | After January 1 |
| **Lamb** | March 7 | May 1 | After January 1 |
| **Large Beef** | January 3 | January 1 | < 19 months at weigh in |
| **Llama/Alpaca** | May 2 | N/A | N/A |
| **Poultry** | March 7 | | |
| - Cornish Game Hens | | July 6 - 11 | 4 weeks at weigh in |
| - Ducks | | June 1 - 6 | 9 weeks at weigh in |
| - Geese | | April 6 - 18 | 16 – 17 weeks at weigh in |
| - Production Hens<br>- Meat Chickens | | Oct 15 - Jan 31<br>June 7 - 13 | 8 weeks at weigh in |
| - Turkey | | April 13 - 25 | 15 – 16 weeks at weigh in |
| **Rabbit/Cavy** | May 2 | | |
| - Meat Pen | | May 1 | Bred: May 1<br>Birth: May 29 |
| - Single Fryer | | May 1 | Bred: May 1<br>Birth: May 29 |
| - Single Roaster | | April 17 | Bred: January 9<br>Birth: February 10 |
| **Swine** | February 7 | May 1 | After January 1 |

**Market Project Requirements:**

1. Members may only register one (1) MARKET animal/project.

2. Registration with the 4-H Livestock Council and the NW MI Fair PROHIBITS market livestock participants from participating in any other market program at any other fair the same calendar year. Violation of this rule WILL result in suspension from the following year's 4-H Livestock auction.

3. All market animals must be ear tagged according to MDARD standards. Ear tags must be fully intact in order to unload at the fair.

4. All market animals are weighed on the first Saturday of the fair on annually certified scales. Weights at that time are the official sale weight for the auction.

5. Showmanship requirements for market projects:
    a. In order to market a large animal (beef, jr beef, dairy feeder, swine, lamb) the exhibitor must use the same animal in their 4-H showmanship class as they will show in their market class for placement in the livestock auction.
    b. In order to market a small animal (goat, poultry, rabbit) the exhibitor must show an animal that they own in a 4-H showmanship class from that species.
    c. In order to sell a market animal on 4-H auction day, the 4-H member must be present and show in the appropriate showmanship and market classes, except by permission of the Executive Officers of the 4-H Livestock Council and the respective species chair. This permission will be clear and in writing and filed in the respective county 4-H office.

6. All market participants MUST have a professional photo taken of them with their animal while at the fair. Photos taken in the show and/or auction ring do NOT count.

7. Market Project Fees:
    a. All fees will be deducted from the sale check before it is presented to the participant.
    b. Commission – Each participant will be assessed a commission of 5% of the gross sale price received at the auction sale. This money goes to the 4-H Livestock Council and is used to cover the cost of the council including: the buyer luncheon, advertising, educational events, resources, and necessary supplies.
    c. Buyers' Photos – Each participant will be charged $12.00 for 2-5x7 and 4 wallet size photos. Additional copies can be purchased from the photographer directly.

    d. National Beef, Pork, and Lamb Promotion – These are nationally required fees for the sale of beef, pork, and lamb. All cattle projects will be assessed a fee

per head; current fee is $1.00. All swine projects will be assessed a fee of 0.004 times the sale price. All lamb projects will be assessed a fee of $0.007 per pound of sale weight. These fees are subject to change.

e. Trucking – All animals going on a processing truck will be assessed a $5.00 trucking fee. Goats will only be assessed $3.00. If the processors allow, non-auction animals can be shipped to processing for the following fees: $50 per lamb or goat, $75 per swine, or $100 per large beef.

8. Post Fair Requirements:
   a. Record Books – All 4-H Livestock youth participants MUST complete a species specific record book. Record books are due at the September 4-H Livestock Council meeting.
   b. Thank You Notes – All market participants who participate in the 4-H Livestock auction MUST send a thank you note and a 5x7 copy of their buyers' photo to their buyer. A copy of the thank you note must be presented at the October 4-H Livestock Council meeting.

9. Market checks will be issued at the October 4-H Livestock Council meeting. Checks must be cashed within 90 days. If the participant is delinquent in cashing the check, a $25.00 reprocessing fee will be added. The original check must be presented when the new check is received. If the check has been misplaced, an additional $35.00 fee will be assessed to stop payment on the original check.

10. In the event that a large animal market project (goat, lamb, cattle, swine) dies during the course of the project, the participant should notify the species chair and the respective county 4-H Program Coordinator. Permission to replace the animal may be granted by the species chair in conjunction with the executive board of the 4-H Livestock Council. No replacements will be considered after June 1st, except Jr. Beef projects which will be considered until July 1st.

**<u>Non-Market & Breed Projects:</u>**

1. A 4-H member may register as many non-market and breed animals as they can adequately care for at home and handle at the fair. When registering multiple animals, consider the possibility of overlapping show schedules.

2. Breed animals may NOT be shown in market classes.

3. All non-market and breed animals MUST be ear tagged or tattooed to meet MDARD standards.

4. All participants with a non-market or breed animal project, MUST show in the appropriate showmanship class for that species.

5. Participants with a non-market or breed project may be required to complete a project record book. Refer to species-specific requirements.

# Northwest Michigan 4-H Livestock Council
# Club Leaders' Responsibility Check List

**MSU Extension 4-H Volunteers** are adults who have successfully completed the MSU Extension 4-H Volunteer Selection Process and have maintained their status as an MSU Extension 4-H volunteer with their respective county MSU Extension office.

## Pre-Fair:

- ☐ Maintain your 4-H Club's active status in Grand Traverse, Leelanau, Benzie, Antrim, or Kalkaska County
- ☐ Maintain MSU Extension 4-H volunteer status
- ☐ Remind all members to enroll in 4-H online
- ☐ Provide all club members with information to complete 4-H Livestock Council species-specific online registrations and communicate all deadlines posted for each species. No late registrations will be accepted
- ☐ Provide information to all club members about how to earn 2 EDUCATION CREDITS from 4-H Livestock Council and/or MSU Extension approved educational events
- ☐ Provide information about Fairground Work Bee clean-up dates and times to all club members, so they may complete 2 hours of required clean-up
- ☐ Ensure that all club members are aware of all rules and responsibilities outlined in the 4-H LIVESTOCK COUNCIL'S POLICIES & PROCEDURES, SPECIES-SPECIFIC POLICIES & PROCEDURES, and the 4-H YOUTH CODE OF CONDUCT
- ☐ Complete your registration paperwork for the NW MI Fair no later than the deadline printed in the NW MI Fair Premium Book. Provide all club members with registration deadline and information on how to obtain a Premium Book.

## During Fair:

- ☐ As a club, attend the MANDATORY FAIR MEETING for all participants of the NW MI Fair; held the first Saturday of the fair
- ☐ Remind all club members to attend the MANDATORY BARN MEETING for each barn in which they have an animal
- ☐ Ensure that all club ANIMALS ARE BEING PROPERLY CARED FOR throughout the week of fair
- ☐ Provide information to all club members about schedule commitments such as showmanship, market, and/or breed CLASSES and BARN DUTY
- ☐ Ensure that all market participants from the club pose with their animal(s) for BUYERS' PHOTOS
- ☐ Ensure that all club stalls/pens/cages are CLEAN before leaving the fairgrounds

## After Fair:

- ☐ Remind all members of the importance of completing RECORD BOOKS and provide the September deadline information for submittal.
- ☐ Remind all market project participants to write a THANK YOU NOTE to their buyer and deliver it, along with a 5x7 copy of their buyers' photo, to their buyer and to deliver a copy of the thank you note to October 4-H Livestock Council meeting

# Northwest Michigan 4-H Livestock Council
# Leader Code of Conduct

The purpose of the code of conduct is to ensure the safety and well-being of all participants. Leaders in the 4-H Livestock Council must abide by the Michigan State University Extension Code of Conduct that each Volunteer signs annually through 4-H online.

Michigan 4-H Volunteer Code of Conduct
As an MSU Extension volunteer, I promise that I will:

- Accept responsibility to represent MSU Extension and Michigan 4-H programs with dignity and pride by being a positive role model.
- Respect, adhere to, and enforce the rules, policies and guidelines established by local, state and national 4-H, MSU, and MSU Extension programs.
- Conduct myself in a courteous, respectful manner, exhibit good sportsmanship, and demonstrate reasonable conflict management skills in dealings with other program participants and MSU Extension staff.
- Accept supervision and support from MSU Extension staff or designated management volunteers.
- Abstain from, and not tolerate physical or verbal abuse of others through direct interactions or through use of social media or other communication venues.
- Not strike, hit, administer corporal punishment of any kind to, or touch a minor in an inappropriate or illegal manner. This includes physical, verbal, emotional, or sexual abuse. If I observe this behavior I will contact a MSU Extension staff person immediately. If it is an emergency I will call 911.
- Make reasonable efforts to avoid one on one contact between adults and minors participating in youth programs; make reasonable efforts to avoid communications with a single minor and include staff, parents/guardians in communications whenever possible.
- Only take, share, and post information and pictures of minors who have given parent/guardian media release permission in 4-HOnline.
- Use technology and social media in an appropriate manner that reflects the best practices and expectations outlined in MSU Extension's Social Media & Texting Expectations guide.
- Recognize that failure to comply with equal opportunity and anti-discrimination laws or committing criminal acts are not acceptable practices for MSU Extension volunteers.
- Under no circumstances, possess, sell or consume alcohol or possess, sell or use controlled substances including marijuana at an MSU Extension 4-H activity or event, or provide alcohol or illegal drugs to any minor.
- Under no circumstances, attend or participate in an MSU Extension activity or event under the influence of alcohol and/or other controlled substances including marijuana.

- Refrain from the use of tobacco, tobacco products, vaping, including electronic cigarettes and other vaping devices, while serving in a volunteer capacity at MSU Extension 4-H activities.
- Not provide prescription drugs or any medication to any minor. Only individuals that are medical professionals specifically authorized by the parent or legal guardian as being required for the minor's care or emergency treatment can prescribe medication to minors.
- Not possess firearms on my person at an MSU Extension event or activity and keep personal firearms in a secure location when hosting an MSU Extension event or activity on my property. The exception to this policy is when certified 4-H Shooting Sports program volunteers are utilizing discipline specific firearms (BB, air pellet, .22, shotgun, muzzleloader and air pistol) for educational, demonstration and competition uses only and must comply with the policies and practices of the Michigan 4-H Shooting Sports program. This exception only applies during the period that the firearms are in use for 4-H Shooting Sports educational, demonstration and competition purposes, and does not allow 4-H Shooting Sports volunteers to possess firearms for other purposes. For more information on the MSU firearms policy please see the information provided in the MSU Extension Administrative Handbook.
- Treat all animals with respect and obey federal, state and local laws pertaining to animal treatment.
- Operate machinery, vehicles and other equipment in a safe and responsible manner.
- Not make sexual materials in any form available to minors or assist them in any way in gaining access to such materials.
- Report a violation of the Code of Conduct or if an arrest is made to an MSU Extension staff member or the person in charge of the program.
- Not retaliate against minors, families, parents, guardians, and staff/volunteers who report allegations of inappropriate conduct including but not limited to abuse, neglect, assault, harassment, sexual assault, sexual abuse, sexual harassment, child pornography, furnishing alcohol, drugs, and/or sexual materials to a minor, and violations of the University's anti-discrimination policy

**It is expected that all MSU Extension volunteers comply with the Code of Conduct. Failure to comply with any component of the code or participation in other inappropriate conduct as determined by MSU Extension representatives may lead to dismissal as a volunteer from the MSU Extension program**.

# The Role of a 4-H Leader

As an **ORGANIZER**, the 4-H Leader:

- Maintains a 4-H club's active status and encourages all 4-H families, youth members and volunteers to enroll on the 4-H online system
- Remind members of the deadlines for submitting species-specific online registrations
- Secures educational project resources
- Keeps members and parents informed of 4-H events and activities and encourages families to participate
- Involves parents in all of the club's activities
- Serves as the liaison between the club and the 4-H Livestock Council and the county MSU Extension office

As a **FACILITATOR**, the 4-H Leader:

- Helps members choose their projects and guides them in their learning.
- Works with club officers to plan the club's annual program as well as plan and conduct each club meeting.
- Guides committee members who are planning club activities and special projects.
- Explains and guides teen leaders in their duties. For example, helps teens arrange tours and other club events to help 4-H members learn.
- Helps members see how they can become active in improving their community.

As a **TEACHER**, the 4-H Leader:

- Sets an example that teaches positive values and behaviors such as punctuality, responsibility, respect for others, the dignity of work, etc.
- Teaches subject matter related to the specific project chosen by members.
- Keeps abreast of developments in the project area.
- Helps members plan and present demonstrations.
- Conducts tours and other club events to reinforce what members have learned.
- Encourages record keeping.

# Northwest Michigan 4-H Livestock Council
# Leaders' Rules & Responsibilities

1. Register/re-enroll your club with the MSU Extension office each fall by attending an annual update meeting through MSU Extension and turn in all required annual club paperwork to your respective County 4-H Program Coordinator by November 1st. Remind each club member/family to enroll/re-enroll in 4-H Online 2.0 system.

2. Club leaders must maintain MSU Extension 4-H volunteer status and ensure that they have enough volunteers in their club to have at least 1:8 adult to youth ratio.

3. Notify the council's secretary the first time you attend a 4-H Livestock Council meeting, so that you and your club are added to the council's attendance list and update contact information on an annual basis.

4. It is highly recommended that leaders, or another adult from the club, attend as many educational clinics as possible and ALL of the 4-H Livestock Council monthly meetings, especially June (2 meetings), July, and September. Check the yearly calendar or the 4-H Livestock Council website for dates, times, and locations. www.northwestmichiganlivestockcouncil.org

5. It is the leaders' responsibility to provide information to all club members about properly registering their projects with the 4-H Livestock Council. Registration forms must be COMPLETE and turned submitted NO LATER THAN THE DEADLINES posted on the website. Registration links can be found on the species-specific pages of the Livestock Council's website.

6. Ensure that all members have possession, are properly tagged, and meet all other project specific deadlines.

7. Provide all members with information about Fairground Work Bees so that they can complete the required 2 hours of work. Leaders are asked to attend at least 1 work bee to help supervise 4-Hers.

8. Provide information to all members about how to earn 2 education credits by the June 30th deadline. Education credits must be earned at a 4-H Livestock Council event, MSU educational event, or another educational event that receives approval from the 4-H Livestock Council board prior to the event.

9. All leaders are required to serve on one committee of the 4-H Livestock Council. If the leader fails to sign up for a committee by the March meeting, the executive board will assign them to one.

10. Leaders are required to hold a minimum of six regular 4-H club meetings at which they are responsible for providing educational opportunities to members, to learn about the specific species projects. If leaders need help gathering information to be taught they should contact the MSU Extension office or the appropriate species chair.

11. Leaders are responsible for providing all members with NW MI Fair registration information, including deadlines and how to obtain a Premium Book. No late registrations will be accepted.

12. After the fair, leaders are responsible for reminding all members to turn in their species-specific record book and send an appropriate thank you note and buyers' photo to their buyer. Record books must be complete and turned in at the September meeting. A copy of the thank you note must be turned in at the October meeting.

# Tips & Things to Know for Fair Week

## Prior to Fair:

1. Have 4-H club shirts made for members, leaders, and parents to wear during the week of fair. Many clubs will wear these on auction day and when they have their buyers' photos taken. NOTE: It is NOT appropriate for members to wear their club shirts during a show or for an adult that is officially helping with the show to wear their shirt.
2. Leaders are encouraged to order a nametag to wear during fair week. Contact an executive board member during one of the 4-H Livestock Council meetings to order.
3. Help recognize your high school seniors by getting the appropriate species chair a photo and bio about your senior members. Photos are often displayed at the end of the barn and the bios are read during their show.
4. Obtain the official final copy of the fair week schedule so that you can ensure everyone is where they need to be at the appropriate times. Final schedules are handed out at the July 4-H Livestock Council meeting and posted on the website and on Facebook. You will know that it is the final and official schedule because it will be printed on green paper.
5. Pen/Stall Set-Up:
    - Ensure that club decorations and signs do not block airflow to your animals or those around you.
    - No lights, of any type, are allowed as part of the decorations.
    - All pens must display a 4-H Livestock Council provided "Pen Card" with youth and animal information. White signs are for market animals and green signs are for Cloverbud and/or show only animals.
    - Have pens/stalls filled with sawdust and ready for the animals before arrival day. Plywood or stall mats may be required under the sawdust, refer to species-specific requirements.
6. Plan for what supplies your club will need:
    - Transportation – Be sure that every club member has a safe way to transport their animal to the fair.
    - Animal Supplies – Wheelbarrows, shovels, feed bins, water buckets, cleaning & grooming supplies…These will all have to be stored at your campsites so sharing can be beneficial. Make sure that all items are labeled with the member's or club's name.
    - Personal Items – Northern Michigan weather is unpredictable… Remind members to plan for all sorts of weather. Also be sure that every member that is working with an animal has the appropriate footwear. Boots are required at all times when working with large animal projects.
    - Camping – The fair board will assign a time and location for each camper to be brought in prior to fair. All campers are required to have a sign indicating who is staying in that camper.

- Be sure to get all supplies to your camp area before fair begins. There are NO vehicles allowed on the grounds after the first Saturday evening. Plan accordingly!

7. Members are NOT required to stay at the fairgrounds throughout the week; however, they are still responsible for their animals. Make sure arrangements have been made so that all club animals are being cared for while members are off grounds.

**<u>During Fair:</u>**

1. Remember that all 4-H members, leaders, and parents are ambassadors for 4-H, the 4-H Livestock Council, and the NW MI Fair throughout the entire week of the fair. Greet visitors, be friendly and helpful and answer questions visitors may have. Visitors will walk away with an impression of the entire 4-H program and the NW MI Fair. Positive attitude and demeanor are important!!!
2. All 4-H members and siblings are given a wristband that they must wear throughout the week. This will serve as their gate pass should they need to leave the grounds. Leaders and parents should consider purchasing a weekly or annual pass if they intend to come and go from the grounds.
3. Attend the daily Leaders' meeting to stay informed on issues and events that are taking place throughout the week.
4. Be sure to check the posted show schedules early in the week. If you believe there is a problem with the schedule as posted, contact the appropriate species chair as soon as possible. NOTE: Postings should reflect all classes that the members signed up for. Classes can NOT be added once registration has closed.
5. Show Etiquette:
    - Parents and other spectators should not talk to 4-H members while in the show ring.
    - It is inadvisable to talk to the judge before or during the show. If you have a question for the judge, respectfully approach them after the show is complete and the results have been announced.
6. Curfew for 4-H youth members is 11:00 pm each evening; youth members need to be at their campsite by curfew.

**<u>Saturday – Check In Day</u>**

1. Be sure all animals are CLEAN and groomed before arrival at the fair.
2. Refer to the green fair week schedule for the following:
    a. Arrival times: Ensure that all animals are checked in within the provided window for that particular species.
    b. Gate assignments: Traffic through the fairgrounds during check in times is controlled for safety. Enter through the assigned gate based on what species is being dropped off and follow traffic flow signage.
    c. Health Records: Ensure that all members have the appropriate species-specific health record with them when they check in.

    d. Weigh-in: All market animals must weigh-in on certified scales at their assigned time on Saturday. Swine will weigh-in as they unload from the trailers.
    e. Barn Meetings: All barns will have a meeting to ensure that the youth know what is expected of them throughout the week. This will include times that the animals can be fed and exercised.
3. Attend the MANDATORY meeting held in the grandstands Saturday evening.

**Sunday, Monday, Tuesday, & Wednesday**

1. Refer to the printed green schedule for both 4-H and Open show days and times.
2. Ensure that pens are being cleaned and animals are exercised at the posted times in each barn.
3. Encourage club members to show their support by attending other members' shows.
4. Buyer Pre-registration is Wednesday evening. Encourage your market members to stay near their animals as many buyers will be walking through the barn looking to talk to the 4-H youth.

**Thursday – Auction Day**

1. While your members are in the auction ring:
    a. Cheer them on…Crowd enthusiasm can be infectious
    b. Watch for the location of the buyer and take note of the appropriate name
    c. After the animal has been returned to the barn, have members find their buyer to personally thank him/her/them for the support.
        i. Please remember that if you are offering a gift to your buyer at this time it needs to be manageable as the buyer will have to carry gifts back to the front parking lot.
2. Lunch is provided for all market 4-H members on Thursday as well as all registered buyers. Other 4-H youth and family members may purchase a lunch.
3. Be sure that all market youth have had their picture taken by the professional photographer. This is REQUIRED. (NOTE: Refer to the green schedule for species-specific times which may fall on a different day. If a member has missed their scheduled photo, check with the photographer to see when they can reschedule)

**Friday**

1. MORE SHOWS
2. Reduced rates on carnival rides for all 4-H members.
3. A dance is held in the evening for 4-H members and 1 guest complete with a DJ and refreshments. Refer to the green schedule for dance times based on age.

**Saturday**

1. Morning Award Ceremony: High school seniors and grand & reserve champions are recognized. Other special awards are presented at this time and there are always LOTS of prizes to be handed out as well.
2. Showmanship Showdown: The overall showmanship champion will be determined following a "Round Robin" competition in which all grand champion showman will compete for the top honor.
3. Reduced rates on carnival rides for all 4-H members.
4. Fair Queen Pageant: Support 4-H and community candidates at the final stage of the competition for the crown.
5. Games: Encourage your members to compete with other 4-H youth for fun and prizes. Water balloons, eggs, tug-o-war (for barn bragging rights), and more.

**Sunday – Load Out Day**

1. Processing trucks will begin loading at 5:45am. Be sure that all animals are fed and the youth are available to help load their animal BEFORE 5:45am. The poultry and rabbits barns will open at 7am so that those animals can be prepped for processing or removed from the grounds.
    a. NOTE: The process of loading the animals can be difficult for all those involved; please be available to help wherever and whenever possible.
2. Pen cards must remain visible until the animal has been loaded on the truck.
3. After the animals have been loaded, ensure that all club members fully clean their pen/stall area. If the pen/stall is not cleaned out once the barn is empty, you may be called to return to the barn/fairgrounds to clean it up.
4. It is highly recommended that all equipment and supplies used to care for animals be cleaned and thoroughly disinfected prior to taking them home.
5. Campers can begin leaving at 6am. Please ensure that everyone moves slow and cautiously as there will be lots of people and animals moving about.

# The Role of a 4-H Parent

The parents of 4-H members can contribute greatly to their child's learning experience. To make 4-H most meaningful, the parents can:

1. Support their child by providing "Shadow Leadership", whereby they offer guidance, but stand aside to ensure the project stays the **child's** project.
2. Attend club meetings and participate in club activities; consider completing the 4-H Volunteer Selection Process.
3. Attend monthly 4-H Livestock Council meetings and monitor emails often to stay informed. The 4-H Livestock Council FaceBook page is also available.
4. Read and refer to the 4-H Livestock Policies & Procedures for details regarding the program in general as well as species-specific requirements.
5. Support the 4-H leaders' efforts.
6. Keep communication lines open with the club's leaders and other parents.
7. Volunteer to handle a specific aspect of the club, for example, working with club officers, arranging for families to rotate providing snacks, planning an educational field trip for the club members, etc.
8. Ensure that their child completes the requirements of the project, including the livestock record book, the two educational sessions, and the required two hours of clean-up at the fair; dates and times of the latter will be announced at 4-H Livestock Council meetings and printed in the minutes.
9. Be informed of the ending weight requirements of the animal the member is raising; understand that under-weight and/or over-weight animals (per official weigh-in) are not eligible to be marketed in the 4-H auction.
10. Understand that the parent and/or the 4-H'er has full financial responsibility for the animal from the time of possession until the animal is loaded on the truck at the fair (or the new owner has physical possession). This includes medication & vet expenses.
11. At the Fair, ensure that their child is where they are supposed to be – and on time.
12. At the Fair, assist before/during /after any events their child is involved in, from moving chairs to putting up fencing to cleaning up afterwards, etc.
13. Assist with their child's species events throughout the week.
14. After fair, ensure child has sent the buyer a thank-you note and official fair picture.

Northwest Michigan 4-H Livestock Council

# *Appendix*

**www.northwestmichiganlivestockcouncil.org**

# 2022 Committees of the Northwest Michigan 4-H Livestock Council

Everyone's help is needed to provide a wide range of quality learning experiences for 4-H members. It is important that 4-H volunteers, teen leaders, members, and parents volunteer to serve on one or more of the 4-H committees**.**

**It's required for 4-H leaders to serve on a committee.** If they do not choose one by the April 4-H Livestock Council meeting they will be appointed to a committee by the Executive Board.

**The current committees of the 4-H Livestock Council and the assigned responsibilities are:**

**Auction Core** – Chaired by the Deputy Treasurer with support from the Treasurer. The core auction committee meets year round to prepare for the livestock auction. They are responsible for all aspects of the livestock auction including:

- Auction line-up
- Auctioneer contracts
- Data entry:
  - Registrations
  - Weigh-ins
  - Show placements
- Generating the buyers' packet
- Coordinating auction day volunteers
- Trucking reports
- Thank you note verification
- Check distribution
- Thank you ad for the Record Eagle

**Auction Day** – Chaired by the Deputy Treasurer with support from the Treasurer. The auction day committee is responsible for carrying out the livestock auction. Responsibilities include: Auction ring management, registering buyers, recording data ring-side, sale data entry into computer network, and completing buyer check outs.

**Auction Refreshments** – The auction refreshment committee is responsible for coordinating refreshments to be distributed to buyers during the livestock auction.

**Auction Set-Up –** The auction set up committee chair will work directly with the executive board and the fair board to organize all items and procedures necessary for setting up the auction rings in both arenas. They will direct and oversee the committee members during the set up process. – The auction set-up committee will work with the committee chair to set up all necessary equipment for the livestock auctions in both arenas. The committee will be responsible for setting up fencing, tables, chairs, screens, etc. NOTE: This often takes place late in the evening on Wednesday of fair week.

**Buyers' Luncheon –** The Buyers' Luncheon committee chair is responsible for organizing, securing donations, and overseeing the lunch provided to buyers and 4-H youth on auction day.

– The buyers' luncheon committee is responsible for assisting the chair in preparing and serving lunch to the buyers and 4-H members on the day of the livestock auction. Members may be asked to pick up donations and transport them to the fairgrounds prior to the auction on Thursday.

**Can Drive –** The can drive committee is responsible for placement of can barrels before fair, daily pop can collection during fair week, returning all pop cans for deposit, getting all money collected to the treasurer, and removal and maintenance of can barrels after fair.

**Cherry Festival Parade –** The Cherry Festival parade committee is responsible for registering the 4-H Livestock Council for entry in the parade. They will organize and coordinate entry of floats, tractors, animals, etc. They will create and decorate any banners or equipment to be used in the parade.

**Cloverbud Fair Week Activities –** The Cloverbud fair week activity committee will work with MSU Extension 4-H Staff to plan and host multiple activities for our Cloverbud members throughout fair week. The goal of the committee is to recruit and retain enrollment of 4-H youth in our area.

**Exhibits in the Tanner Building –** The 4-H Exhibits committee works to highlight 4-H club and member exhibits, projects, crafts, etc. in the Tanner building. They decide on times and set up for club displays, provide rules for exhibitors, 4-H member interviews and the 4-H Clover award. They are responsible for securing judges and interviewers during fair week for the different sections and club displays. Included with the 4-H Exhibits is a 4-H booth to highlight, recruit and give information out about 4-H to the public.

**Fair Set-up & Tear-down –** The fair set-up and tear-down committee will work with the executive board to ensure that general items are set-up before the fair begins, in place as needed throughout fair week, and taken down after the fair has ended. General items may include sound systems, fans, barn equipment, etc.

**Fair Week Evening Activities –** The fair week activity committee will develop, coordinate, and host evening activities for the youth during the week of fair. Activities may include movie nights, game nights, dances, etc.

**Fun Saturday –** The fun Saturday committee will coordinate games for 4-H members of all ages to participate in on the last Saturday of the fair. The committee will organize the competitions, seek donations for prizes, and host the event.

**Friday 4-H Dance –** The Friday 4-H dance committee will plan, organize and host a dance for 4- H members on the Friday of fair. The dance will be broken up into 2 parts, the early portion for Cloverbud members and later for all other registered 4-H members. The committee will hire a DJ, secure food and drink donations, set up the dance, assure that chaperones are present at all times, and clean up after.

**Photography –** The photography committee chair is responsible for securing a contract with one or more photographers to take pictures of all market animals and any non-market animals that would like a photo. The committee chair will maintain the backdrop and all signs after the fair.

The chair will also secure the photos from the photographers and distribute them to leaders at the September 4-H Livestock Council meeting. – The photography committee members will assist the committee chair in setting up the backdrop and working with the photographers during picture times to ensure the photographers have the necessary information for later distribution of the photos.

**Pizza Party –** The pizza party committee will coordinate, set up, host, and clean up a pizza party on the opening Saturday of the fair to follow the fair board's mandatory meeting.

**Showmanship Showdown –** The Showmanship Showdown committee will plan, organize, and oversee the round robin competition on the final Saturday of the fair. The committee will distribute a form to each of the grand champion showman inviting them to join the event and obtaining any needed information. The committee will tabulate scores at the end of the event and award the title to the winner.

**Work Bees –** The work bee committee will work with the executive board and the fair board to determine what tasks are to be completed at each of the scheduled work bees. The committee will coordinate leader/adult chaperones to ensure that the 4-H youth are completing their assigned tasks and not using electronics during the work bees. Committee members will commit to being present for at least 2 work bees to help with the chaperone duties. The committee will track work bee attendance and report to the executive board if 4-H youth have failed to fulfill their work bee requirement.