



# Spotlight on 4-H!

JANUARY 2010, ISSUE 1



## 4-H FOCUS ON CLUB FINANCES!

Most clubs need finances to operate. Your 4-H Club is undoubtedly no exception. We do need to keep in mind good financial operating procedures as a 4-H club. Clubs do need to have constitutions. A sample write on handling dues might be:

### Section 1: Voluntary Dues

*(Club dues are optional and determined by the club's membership.)*

This 4-H club will assess voluntary dues of \_\_\_\_\_ to cover club expenses for educational programming. If members cannot pay these dues, they need to talk about the situation with their 4-H leader.

### Section 1: Fiscal Policies

This 4-H club will follow all University of Nebraska-Lincoln Extension fiscal policies, as well as state and federal regulations. The club organizational leader will submit the *End of the Year 4-H Club Treasurer's Report* to the Extension Office by December 31 and complete the IRS e-Postcard annually.

**Tax Exempt Status of the 4-H Council**  
**4-H clubs are not sales tax exempt in the State of Nebraska.**



All sales to 4-H clubs, 4-H members, 4-H leaders or individuals purchasing materials, regardless of intended use, are taxable and sales tax must be

collected and remitted to the state. This includes purchases made with the intent to donate the materials to a tax exempt entity.

4-H is exempt for Federal Income Tax. The IRS has assigned a Federal Income Tax Group Exemption Number to 4-H which must be used by all 4-H Clubs and affiliated 4-H organizations when filing or corresponding with the IRS. The **Group Exemption number (GEN) is 2704**. That **Federal Tax Identification Number is 52-1057382**. These numbers are available for reference when addressing tax exemption status questions about 4-H clubs and affiliated 4-H organizations. All documentation including cleared checks and electronic copies, deposit slips and transaction authorizations should be maintained for a minimum of five years.

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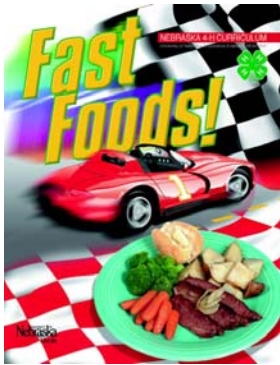
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### Special points of interest:

- How can Fast Foods make for Terrific Tabletops?
- Great ideas for club service sewing projects inside as you organize for a new year of 4-H fun!
- Help youth learn about public service, scholarship opportunities, and leadership - all in the name of 4-H and FUN!



## COMPANY'S COMING! TABLESETTING TIPS FOR EASY ENTERTAINING!



Fast Foods for Tablesetting Tips!

Do you know that you can be a designer each time you set the table? A designer chooses and arranges things according to a plan for beauty and order. Anyone can sling dishes on the table so it looks like disaster struck. Or the table can be attractively set with everything neatly in place. A neat, clean and attractive table setting

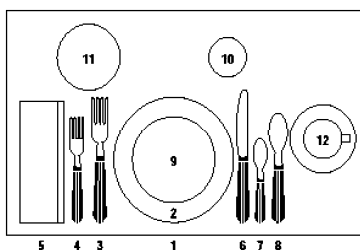
makes any meal more enjoyable. Table appointments include any item used to set a table. Tablecloth, placemats, dinnerware, glassware, flatware, serving dishes and the center piece are table appointments. Choose table appointments to fit the occasion. Paper plates, plastic-ware, and paper napkins may be used for a picnic but they would not be appropriate for a formal dinner.

You will need to choose the following items for your table setting according to your theme.

**The Table Cover** – this is the background for the food and table appointments, it protects the table and makes for less noise.

**The Place Setting** – allow 20 inches for each person's dishes. This is called a "cover" and each cover is set exactly the same. Refer to your 4-H Food manuals for exact placement of appointments.

**The Centerpiece** – should be coordinated with the table appointments and be appropriate for the occasion. If a centerpiece is used, it should not obstruct anyone's view.



Source: Purdue University, Indiana 4-H

**The Meal Planning** - when planning a menu, first decide on the main dish. Select appropriate vegetables, appetizer, soup or salad. Add a bread, dessert and beverage, if desired. A well planned menu should:

- Conserve energy; human and mechanical.
- Consider the time required for the main course and total preparation time.
- Contain a variety of foods to meet the nutritional needs of those for whom it is planned.
- Be attractive, with a variety of colors, textures, shapes, sizes and flavors.
- Be suitable for the meal.
- Be readily prepared and easily served with equipment on hand.
- Show wise use of money and time.
- Utilize food in season, convenience and ready-to-serve foods.
- Incorporate proper food handling practices.

### Common Errors in Planning Meals

**Flavor** – all bland flavors or too many strong flavors, repetition of food or flavor.

**Color** – too many foods the same color, no contrast or variation

**Size** – too many mixtures, too many small pieces of the same size and shape

**Temperature** – all foods are served at the same temperature

**Food Groups** – missing food groups in the menu

**Texture** – too many soft foods or chewy foods, lack of variety in texture

**Preparation and type of food** – too many foods prepared in the same way, such as fried foods, creamed food, or foods with sauces. Too many starchy foods or too many high protein foods.

Keep all of these things in mind when you start your Table Setting project or contest. These will ensure a flattering table and a well balanced meal.

## SEW WHAT?!!! SEW GREEN!! SEW FOR OTHERS!!

What better way to help youth develop life skills while helping the environment and others at the same time. Plan a few meetings to "sew club projects". Youth can double their efforts and make one item for themselves and a duplicate for community service.

Keep it **SIMPLE** by sewing **SEVERAL, SMALL, KID FRIENDLY** projects.

**SEW Kwick, Kreative, and Kolorful – and of course "Hands On"**. This helps develop confidence and patience while having fun; and paves the way to try more difficult projects. If youth are successful along the way by learning slowly and steadily, and don't have to struggle with difficult sewing techniques and perfection; they will want to continue sewing and will be ready to tackle projects beyond SIMPLE. And.....you can help them learn how to develop their own creativity using the elements and principles of design with these projects.



Youth can develop life skills by helping others with community service - and have a fun time making something for themselves, as well!



Need some inspiration?? Investigate community service options for the following and let the FUN begin!

**Recycled Pillowcase Totebag** <http://www.crafttutorials.net/2009/06/pillowcase-pursetotobag>

**Kennel Mats** Example: 12" x 18". Collect knit or woven fabric, blankets, and/or quilt batting scraps. Cut two 12" x 18" rectangles of fabric and put a 12" x 18" rectangle of batting or blanket in between – pin center, corners, sides and sew an X over the sandwich or youth can sew any kind of design to practice sewing skills. Zig zag or serge edges. Omit last step with knit fabric.

**Quilted Greeting Card** <http://www.equilters.com> Go to projects area and click on quilted greeting card link.

**Greeting Cards** Embellishment ideas using new and/or recycled materials on cardstock base of desired size: old greeting cards, alphabet beads, eyelets, unusual fibers (old sweaters, placemats, etc.), metallic threads, ribbons, trims, wallpaper, scrapbook paper, wrapping paper, buttons, decorative items/fabric from old clothes, costume jewelry, puzzle pieces, seed packets, bottle caps, glitter, puff paint, handmade marbled paper (learn how to marble paper at <http://sweetsweetlife.typepad.com> - go to archives area and click on June, June 19 entry).

**Be creative!** Cut, layer and arrange any number of materials. Use decorative stitches (machine and/or hand sewing) around layered motifs and on envelope flaps. Incorporate ideas from the Design Decisions and A Palette of Fun with Arts & Crafts 4-H manuals. Adhere fabric or cardstock to back of design to hide sewing if desired. Hand sewing skills can also be honed with some of the embellishment options. Glues and other adhesives can also be used to prevent "burnout" from too much hand sewing.

# PORTRAIT OF PHOTOGRAPHY

Photographing the perfect portrait is not as difficult as it may seem. Follow the 4-H manual, Mastering Photography level 3, and your 4-H members will be well on their way. This 4-H manual provides excellent instruction and tips on how to take several types of portraits such as formal, informal and environmental. The manual defines these three different types of portraits as:

**Formal Portrait:** Portraits which are usually planned in advanced and tend to be more controlled with regard to lighting, background and clothing choices.

**Informal Portraits:** Portraits which are more spontaneous and tend to be casual and candid.

**Environmental Portraits:** Portraits which capture a person in a location that says something about him or her usually in their natural environment such as a musician sitting at a piano or a teacher in a classroom.

The best way for 4-H'ers to learn techniques is to actually practice doing them. That means encouraging 4-H'ers to take a lot of pictures. Here are some fun, hands-on ideas to try with 4-H'ers to create formal, informal and environmental portraits:

**Photograph a face** through frosted glass.

**Photograph up close**, really close. Make the picture be the entire frame.

**Choose a location** with a lot of diversity; go to a park, playground, etc.

**Use props** especially if photographing young children. Use a balloon, some bubbles, a stuffed animal, etc.

**Play with eye contact.** Usually portraits have the subject looking down the lens which creates a sense of connection between a subject and those viewing the image. Also try (1) looking off camera by having the subject focus his attention on something unseen and outside the field of view of your camera or (2) looking within the frame at something (or someone) within the frame such as a child looking at a plate of cookies.

**Practice having conversations** with subjects about basic things such as the last big game, the fair, etc. The subject will be more relaxed and comfortable. This helps capture expression. **Alter perspective.** Get up high and shoot down on the subject or get as close to the ground and shoot up. This helps create interest. **Use a reflector.** A simple white board from an arts and crafts store will serve to bounce light onto the backlit subject and bring light to shadows. **Turn color photos to black and white.** **Take a self portrait.** **Experiment** with different moods and emotions of the subject. And SMILE for the CAMERA!



Encourage 4-H'ers to take lots of photographs. Remember, "photography is an observation. It's about finding something interesting in an ordinary place." - Elliot Erwin



## Activity:

View several portraits. Look on-line for examples or there are several photo books available. Ask 4-H'ers to tell you about the portrait by asking questions such as how old does the subject appear, where is the subject, when was the portrait taken – a long time ago or recently, from what perspective was the photograph taken, what type of expression does the subject have, etc. This will help 4-H'ers think about their portraits resulting in more thoughtful portraits.

# ENCOURAGE YOUTH TO VOLUNTEER IN 4-H!



4-H offers numerous opportunities for adults and youth to volunteer. For youth who volunteer, the benefits are enormous! Youth volunteers develop life skills with increased self-esteem, development of empathy for others and numerous other positive youth development factors. Volunteering promotes positive citizenship among youth when they engage and feel connected to their community. When youth volunteer, they are also able to form lasting relationships with peers, adults and others.

**“Volunteering remains an important part of youth development. You can help youth to volunteer in a number of ways.”**

You, the 4-H leader can have a great impact on youth volunteerism! Youth volunteer for a number of reasons. However, most of these reasons focus on being approached or asked by the organization, the student’s school, or family and friends. If you ask the youth in your 4-H club to volunteer, they probably will!



Youth are extremely busy these days, but volunteering remains an important part of youth development. You can help youth to volunteer in a number of ways.



2009 Regional 4-H Camp Counselors help younger 4-H'ers to new surroundings - and get to act like kids, too!

**First**, help youth to find opportunities to volunteer. Perhaps you can think of a club or county 4-H activity where volunteers are needed. Youth are very capable of handling most volunteer activities. As the leader, your role may be to provide the leg work in finding volunteer opportunities.

**Second**, be sure to ask and encourage youth to volunteer. Often youth do not volunteer because they have not been asked.

**Third**, help youth to work through some of those obstacles that may be in their way. Transportation and lack of time may be issues that prevent youth from volunteering. Can you help to arrange a carpool for the volunteer activity? Can you give suggestions for volunteer activities that maximize the free time that these youth may have?

**Fourth**, tap into the interest of the youth. A 4-H member who is interested in the animal science projects may be very interested in volunteering at a 4-H livestock judging workshop or an animal shelter. **Fifth**, highlight some of the extra benefits that volunteering can provide. Volunteer activities are beneficial in and of themselves, but they also provide the volunteer with some other benefits. Volunteering may add to the 4-H member’s resume for future careers or college scholarships.

**Fifth**, you, the 4-H leader can act as a positive role model with your volunteer service. These youth are viewing you as their club leader and volunteer. Role modeling encourages youth volunteerism! Finally, encourage families and clubs to volunteer together!

Information for this article was adapted from the University of Nebraska-Lincoln Extension Neb Guide titled, Youth Volunteerism written by Maria R.T. de Guzman. NebGuides are avail-



Volunteering promotes positive citizenship among youth when they engage and feel connected to their community.



We all know what the four H's of 4-H stand for "Head, Heart, Hands and Health." But have you ever stopped to think about why the 1<sup>st</sup> H stands for Head?



O.H. Benson is credited with designing the 4-H emblem sometime between 1907 and 1908. Benson suggested the first H stand for "Head" because the head is trained to think, plan and reason. The head also could have been the first H because it is at the top of our body or because without the head we would be unable to do anything. Our heads aka our brain controls everything our bodies do from breathing to running, from thoughts to feelings and much more.

In Iowa State "Targeting Life Skills Model" each of the four H's is subdivided into two general categories and the life skills that each of those areas encompasses are listed. The H that stands for Head is subdivided into Managing and Thinking. This is very similar to what Mr. Benson originally thought Head should stand for. The life skills that fall into the Managing category are resiliency, keeping records, wise use of resources, planning/organizing and goal setting. Thinking life skills include: service learning, critical thinking, problem solving, decision making and learning to learn.

Youth use their head to make decisions about what projects to take and how to complete them. They develop problem solving skills when their projects don't go quite the way they want them to. If the first H of the 4-H pledge wasn't Head where would we be?



**4-H! YOUR FIRST CLASS AT THE UNIVERSITY OF NEBRASKA!**



**CALENDAR OF EVENTS**



*Lancaster County 4-H and 4-H Council invite ALL 4-H'ers, 4-H families and volunteers to*

# *4-H Achievement Night*

**Thursday, Jan. 28 • 6:30 p.m.**

**Lancaster Extension Education Center**

444 Cherrycreek Road, Lincoln

*Evening Starts With a Potluck Dessert Bar!*

Please bring a dessert to share (plates and utensils provided).

**Lancaster County 4-H congratulates all 4-H youth who commit themselves to excellence!**

**4-H members, clubs and volunteers receiving awards, scholarships or pins will be mailed detailed information.**

