



## 4-H Club Meeting Answers

Name the three parts to a well-planned 4-H meeting:

**Business**  
**Education**  
**Recreation**

As a rule the percentage of time allotted for each part of the meeting is as followed:

Business 17 percent  
Education 50 percent  
Recreation 33 percent

The 4-H Club meeting is an educational tool.

Match each of the following:

- |          |                       |   |
|----------|-----------------------|---|
| <u>B</u> | Organizational Leader | A. Volunteer learning about and developing leadership talents.  |
| <u>C</u> | Activity Leader       | B. This volunteer's most important role is encouraging, involving, and developing volunteers.                           |
| <u>D</u> | Project Leader        | C. With the help of a committee this volunteer plans, coordinates and conducts Educational Field Trip, a picnic, etc... |
| <u>A</u> | Teen Leader           | D. Learns about and teaches specific subject matter to 4-H members.   |

A family's responsibility at the local and county level is to (complete this statement)

**Share time, talents, and skills with the entire 4-H program.**

Who is responsible for planning and conducting a club meeting?

**Local Club Officers**

What is one difference between a regular club meeting and a project club meeting?

**Business**

Most clubs have the following six officers:

**President**  
**Vice President**  
**Secretary**

**Treasurer**  
**Reporter**  
**Recreation Leader(s)**

Committee work and discussion is part of a business meeting. \_\_\_\_\_ True  X  False

Two important components of the educational portion of the meeting include:

- 1. Educational Lesson**
- 2. Public Speaking**

Name three ways recreation can be used effectively?

- 1. before the meeting**
- 2. during the meeting**
- 3. while someone is getting ready**
- 4. to change the tempo**
- 5. to relieve tensions**
- 6. at the close of the meeting.**

The "Service Learning Process" has six steps. Identify each.

- 1. identify a need**
- 2. learn about the need/situation**
- 3. decide how to make a difference**
- 4. put the plan into action**
- 5. evaluate the success of the project**
- 6. celebrate their success.**