

DISTRICT (5) 4-H SECRETARY RECORD BOOK JUDGING SCORE CARD

CLUB NAME: _____

JUDGE'S INITIALS: _____ **TOTAL SCORE:** _____ **AWARD:** _____

SECTION I – TABLE OF CONTENTS	POSSIBLE POINTS	SCORE	COMMENTS
Include a page listing the major sections; A – Overall Club Story, B- Secretary Record Book, C- Club Photographs, D – Club Activities. Use tabs and dividers	5		
SECTION II – OVERALL CLUB STORY			
One page to include club activities. Maybe written in ink, typed or computer generated by the 4-Her.	10		
SECTION III – SECRETARY RECORD BOOK (55 POINTS)			
ANNUAL PLAN	5		
COMMITTEES	5		
MEMBER ATTENDANCE	5		
CLUB EVALUATION	5		
MEMBERSHIP PARTICIPATION	5		
TREASURER'S WORKSHEET	5		
SUMMARY OF CLUB'S WORK	5		
MINUTES OF MEETING	20		
SECTION IV – CLUB PHOTOGRAPHS			
1-3 pages centered around club activities and events. May include community pride projects. Captions optional.	10		
SECTION V – CLUB ACTIVITIES			
1 –3 pages (newspaper articles, correspondence)	10		
SECTION VI – OVERALL NEATNESS			
	10		

Blue 80 – 100
Red 60 – 79
White 59 & lower