



Officer Book Contests



4-H Club Secretaries

The Fairfield County 4-H Secretary's Book Annual Contest is proudly sponsored and funded each year by the family of Robert L. Hillman who was a 4-H advisor for many years in Pickaway County. Mr. Hillman believed strongly in teaching and practicing quality record keeping within the structure of the 4-H program. He continued to support his grandchildren, Adam, Milea, and Sarah Maxwell, in their 4-H endeavors in Fairfield County until his death in 2003. To continue his long-standing commitment to the tradition of record keeping and the 4-H program, his family is proud to sponsor this competition in his memory.

When the Secretary's Book is complete, it should document the activities by its members for one year. It becomes a historical document to be enjoyed for years to come as individuals review it with fondness and memories.

4-H Secretary Book Award Schedule:

Three-star book ratings:	First place	\$100
	Second place	\$75
	Third place	\$50
Two-star book ratings:	First place	\$50
	Second place	\$35
	Third place	\$20
One-star book ratings:	No cash prize	

Please submit a stamped thank you note to the sponsor of this award with your entry.

**The Maxwell Family
7495 Eversole Rd NW
Carroll, OH 43112**

**All books are due to the Extension Office by:
October 31st.**

See the Advisor's Red Book (October) for a copy of the rubric utilized to score the books.

4-H Club Treasurers

The Friendly Bremen Banking Center is sponsoring the annual 4-H Treasurer's Book Contest. Prizes include CASH awards (for you, the treasurer, not the club!) if you complete your book and turn it in by the deadline. Employees of the bank will review the books and choose a 1st, 2nd and 3rd place winner.

There are resources on the website that may help you complete your role as treasurer. These items are found in the Advisor Red Book section, under Additional Officer Training Information at the bottom of the page.

Please submit a stamped thank you note to the sponsor of this award with your entry.

**Jodi Motta
Vinton County National Bank
521 E. Main St
Lancaster, OH 43130**

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October 31st.**

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Things the judges look for:

- Complete information, Neatness
- Club Roster
- Record of Club Expenses & Receipts
- Checkbook Balancing/ Reconciliation
- Treasurer's Annual Report
- Annual Audit Certificate
- Financial Planning Meeting (Budget)

Resources available on our website:

- Treasurer Budget Form
- Treasurer Check Balancing Reconciliation Form
- Treasure Recommended Audit Procedures
- Treasurer Responsibilities
- Treasurer Report
- Treasurer Yearly Summary