



# 2020 4-H Cat Club Guide Book



Welcome to the 2020 4-H Cat Club! This booklet contains general information that you will need to know for our club. Please double check with the club leaders if you have any questions or need clarifications of items listed.



## Club Contact Information

### Organizational Leader:

Jade Bobeck, 574-971-1204, [jade.bobeck@aol.com](mailto:jade.bobeck@aol.com)

### Assistant Leaders:

Deb Bobeck 574-971-7041,

### Project Leaders:

Megan Nunemaker 574-354-8894

### Advisory Board Members:

Jessie Gilson: Chair Person 574-849-1134

Jen Price: Vice Chair 574-849-2567

Kelly Yoder: Secretary 574-596-9035

Marla Kniesly: Treasurer 574-312-5514

Tara Powell: Treasurer 574-596-4105

### Purdue Extension Office:

Robert Kelly, Extension Educator 4-H Youth Development/ANR-Livestock

17746 County Road 34 Ste. E, Goshen, IN 46528

Office Phone: 574-533-0554 Email: [kelly115@purdue.edu](mailto:kelly115@purdue.edu)

Website: [www.extension.purdue.edu/Elkhart](http://www.extension.purdue.edu/Elkhart)

## 4-H Enrollment information

Membership is open to any person in grades 3-12. The Enrollment period for each year is October 1 to January 15. There are two main ways that you can sign up:

1. Enrolling online at <https://in.4honline.com> or
2. Paper Enrollment.

There is a \$15 annual, non-refundable, state program fee for any youth in grades 3-12. This fee is assessed at the time of registering your 4-H Online Enrollment Form or Paper Enrollment Form and can be paid by credit or debit card online, or by cash, check or money order in the Purdue Extension Elkhart County Office. No credit or debit card payments can be accepted in the Extension Office. The fee assessment is per youth, not per club. The state fee will be assessed for up to three children in one family, for a maximum of \$45 per family, per year. Youth in grades K-2 joining Mini 4-H are exempt from paying the state fee. All state fees will be used by Purdue University to enhance the Indiana 4-H program. Youth in grades 3-12 are required to complete the Elkhart County 4-H Online or Paper Enrollment Form on an annual basis. Their 4-H Online Enrollment Form must be completed (including a consent form signed by the 4-H member and their parents/guardians) and their \$15 State Program fee submitted by January 15th to the Extension Office to be considered fully enrolled.

Youth in grades K-2 are required to complete the Elkhart County Mini 4-H Online or Paper Enrollment Form on an annual basis. Their Mini 4-H Online Enrollment Form must be completed (including a consent form signed by the 4-H member and their parents/guardians) and submitted by January 15th to the Extension Office to be considered fully enrolled. Enrollment forms and payments must be submitted to the Elkhart County Extension Office, electronically or physically by the 4-H member, parent or leader in order to be considered valid.

## 4-H Facts

Indiana 4-H Mission:

The Indiana 4-H Youth Development mission is to provide real-life educational opportunities that develop young people who will have a positive impact in their communities and the world.

Indiana 4-H Vision:

Indiana 4-H Youth Development strives to be the premier, community-based program empowering young people to reach their full potential.

Motto:

“To Make the Best Better”

Emblem:

The 4-H emblem is the four-leaf clover with the letter “H” on each leaf. The H’s stand for head, heart, hands and health. The 4-H emblem is legally protected and must be used correctly. Any printed materials using the 4-H name or emblem must have written permission from the Purdue Extension office for use in Indiana. For more information about the Emblem and name go to: <https://nifa.usda.gov/sites/default/files/asset/document/4-H%20Name%20and%20Emblem%20Policy%20Guide%204-H%20Professionals%202014.pdf>



Colors:

The 4-H colors are green and white. Green symbolizes nature’s most common color and represents life, springtime and youth. White symbolizes purity.

The 4-H Pledge:

I Pledge:

My head to clearer thinking,  
My heart to greater loyalty,  
My hands to larger service, and  
My health to better living.  
For my club, my community,  
My county, and my world.

## Important 4-H Cat Club Dates:

Most of the Cat Club meetings will fall on the 3<sup>rd</sup> Thursday of each month. Community service dates and other club events will be announced at the club meetings.

### Monthly Meetings:

Thursday, Jan 23, 2020 @ 7:00 Showalter Room Topic: Q&A/ Welcoming Night  
Thursday, Feb. 20, 2020 @ 7:00 Ag Hall Topic: Cat Breeds Theme: Cat Anything  
Thursday, Mar. 19, 2020 @ 7:00 Clover Hill Topic: Vet (Dr. Gelock) Theme: 4-Clover & Green  
Thursday, Apr. 16, 2020 @ 7:00 Ag Hall Topic: Showmanship Theme: Show Clothes  
Thursday, May 21, 2020 @ 7:00 Cat/Dog Bldg. Topic: Cat Grooming Theme: Crazy Hair  
Thursday, Jun. 18, 2020 @ 7:00 Cat/Dog Bldg. Topic: Game Night Theme: PJ Night  
Thursday, Jul. 16, 2020 @ 7:00 Cat/Dog Bldg. **Vet Check Night**  
Wednesday, Jul. 22, 2020 @ 6:00 Cat/Dog Bldg. Bldg. Set Up Night

### Community Service Days:

Saturday, Feb. 22, 2020 Waterford Crossing (Legacy Lane)  
Saturday, Mar. 21, 2020 Here Kitty Kitty  
Saturday, Apr. 25, 2020 Waterford Crossing (Legacy Lane)  
Saturday, May 23, 2020 Waterford Crossing (Legacy Lane)

### Geraniums:

Last Turn in Date Thursday March 19<sup>th</sup> @ club meeting  
Pick-up Day Wednesday April 22, 2020 3:00 to 6:00p.m.

### Parade Day:

Sunday July 26, 2020 Fair Theme: Honor The Past, Celebrate the Present, Embrace the Future

### Banquet:

Thursday, August 13, 2020 @ 6:30 PM, Ag Hall

### Show Dates:

May 21, 2020 Work Book to be turned in  
July 27, 2020 Showmanship/ Cat Show Day  
July 31, 2020 Trick/ Costume Classes

## 4-H Cat Club Completion:

There are many different ways for you to participate in the 4-H Cat club and the cat project. In order to complete your project, you need to complete 3 sections in your 4-H Cat club workbook. We also offer members the opportunity to complete a poster for display in the ECCB Building during fair, and show their animal at the fair in showmanship and regular show. There will also be a Costume Class offered for those wanting to participate.

#### 4-H Cat Club Books:

Work books and Reference Materials for the Cat club project can be obtained from the 4-H Cat Club leader. The manuals that will be used will come from National 4-H. There are 3 different levels of books which are designated by the youth's grade level.

Level 1: (grades 3-5) *Purr-fect Pals*

Level 2: (grades 6-8) *Climbing Up*

Level 3: (grades 9-12) *Leaping Forward*

#### 4-H Cat Poster Project:

Members are highly encouraged to complete a poster for display, educating the public about Cat related items. They will be displayed during the week of fair, and the selected champion will be able to participate in the Indiana State Fair.

#### General Exhibit Requirements:

- Poster must be 22"X28" poster board with a stiff backing and clear protective covering. (The posters are available for purchase in the Extension office.)
- Must be displayed horizontally.
- All posters, notebooks, and display boards must include a reference list indicating where information was obtained, giving credit to the original author, to complete the 4-H member's exhibit. This reference list should/might include website links, people and professionals interviewed, books, magazines, etc. It is recommended this reference list be attached to the back of a poster display board, be the last page of a notebook or included as part of the display visible to the public. A judge is not to discredit an exhibit for the manner which references are listed.
- Suggested Topics: The following are suggestions and ideas for development of an educational cat poster. 4-H'ers need not to be limited by or to just these mentioned.
  - **Juniors (grades 3-5)** - Cat care, cat breeds, litter-training, treating my cat with care and respect, cat responsibilities, grooming skills, training my cat, neutering/spaying, determining cat costs, traveling with my cat, and my cat's safety.
  - **Intermediate (Grades 6-8)** - Nation cat fancier's associations, a cat clinic, training with extra praise, careers related to cats, should my cat have kittens, feeding my cat, things I've learned, insect pests, symptoms of ill health, my visiting pet therapy program, cats get old too! and saying good-bye.
  - **Seniors (grades 9-12)** - Understanding a cat show, planning a cat business, cat genetics, cat organs and systems, exploring careers, learning about leadership, teaching others, having fun learning, and issues of animal welfare/rights.

#### Animal Health Forms:

In order for cats to participate in 4-H related activities, they must have a copy of "4-H-777-W" 2017 Certificate of Completion of Indiana 4-H Program Requirements for Exhibition of Cats. The form can be found at: <https://extension.purdue.edu/4h/Documents/Resources/4-H-777-W.pdf> This form has to be with the members and the cat at any event. This form will need to be completed by a licensed veterinarian. All cats must have the following vaccinations: Rabies, Panleukopenia, Rhinotracheitis, and Calicivirus. All cats must also be tested for or vaccinated for Feline leukemia. (All details can be located on this form for the most current information).

## **Classes at the Fair:**

All club members are required to show at the Elkhart County 4-H Fair. Each exhibitor is allowed to have a total of two (2) cats, for the show. Example: 1 long hair and 1 short hair, 2 long hair, etc. Exhibitors will need to sign up for their classes using the FairEntry system. Information will be sent by the Extension office at the end of May each year. All cats must be at least 4 months old by the day of the show.

Show classes:

1. Kitten (4-8 months)
2. Short Hair (Younger 1-3 yrs., Middle Age 4-5 yrs., Older 6+ yrs.)
3. Long Hair (Younger 1-3 yrs., Middle Age 4-5 yrs., Older 6+ yrs.)
4. Purebred (must have registration papers and in the 4-H member's name)

The cats entered on the show class will be judged on the following: Health, Cleanliness, Grooming, Personality, and Breed Standards in the Purebred class. The judge will have the final decision of the winners.

Showmanship:

1. Junior (grades 3-5)
2. Intermediate (grades 6-8)
3. Senior (grades 9-12)

If you win your showmanship class you will be moved up to the class the following year, no matter your grade level. The winner of Senior showmanship will represent the 4-H Cat Club in the 4-H Round Robin Showmanship event. If the winner of Senior Showmanship does not want to participate in Round Robin, then the second place winner from that class will have the option to go.

In the event of a tie, the tie breaker to determine the winner will be whomever score is higher in the Examination by Participants section on the showmanship score sheet.

## **Costume Contest:**

The costume contest is for the 4-H member to be creative in their design and to have fun! The theme for the contest will be voted on at a regular club meeting.

## **Trick Contest:**

The trick contest is for the 4-H and their cat to have some fun learning some new tricks. The 4-Her is in charge of teaching and displaying they're new found activities with their cats.

Level 1: First year of competing in trick, you cat must learn one new trick and display it at the fair.

Level 2: Second year of competing in trick, your cat must learn and display two tricks at the fair.

Level 3: Third year and up of competing in trick, your cat must learn and display three tricks at the fair.

# Important Information

## Pick Up Policy:

**According to 4-H Corp Policy**, if Parents are dropping off their child/ children for a club event they must come to the fair grounds to pick up their child. For liability sake, children will not be allowed to walk off the fairground to meet up with their parents. Thank you for your cooperation in helping keep your child/ children safe. If you as a parent are going to leave the premises during a club meeting or activity please let a leader know, so we are aware to look for your return to pick up your child.

## Club Dues:

Club dues will help offset the costs for the 4-H club and are used to assist with the costs of the club. Dues will need to be paid by the April meeting. The breakdown for dues are:

1 Child in cat club - \$10.00      2 Children in Cat Club - \$18.00      3 Children or more - \$25.00

## Eligibility to Show:

All members will show in both showmanship and the regular cat club show. In order to be able to show, members will need to complete their assignments in the manual provided. Manuals will need to be turned in by the end of the May meeting.

## Round Robin/ Parade of Champions

The overall winners of short hair class and long hair class will represent Cat Club in the Parade of Champions between small animal Round Robin and large animal Round Robin on the Thursday of the Fair. The winner of Senior Showmanship will represent Cat Club in small animal Round Robin on the same day. If one of the club members wins Senior Showmanship and one of the overall classes, that member will have to choose to do either Round Robin or Parade of Champions, they cannot do both.

## Fair Queen:

Cat Club will nominate and vote on a representative. Fair queen participants must be at least 16 years old by the first day of the fair.

## Point System:

The purpose of the Cat Club incentive program is to **encourage member to participate** beyond the required activities of the club. It is designed to reward those members who actively participate in normal club activities (geranium sales, nursing home visits, monthly business meetings, etc....).

<b>Club Activities 2020:</b>	<b>Points</b>
Attend monthly business meetings January- June	15
Geranium Sales (18 plant minimum)	15
Donate to an animal shelter (must have a receipt)	15
Parent Participation (landscaping, clean up, etc.. )	15
Geranium Pick-Up Day	15
Participating in Trick and Costume Classes	15
State Fair Participation( includes Poster)	15
Clean up days and landscaping	20
Nursing Home visits/ Here Kitty Kitty	20
Float Help	20
Bringing Cats to Round Robin	20
Scentsy Fundraiser, sell 10 bundles minimum	20

The 4-Her must complete the Cat Club project in order to be eligible for incentive prizes.

The 4-Her is responsible to sign the participation sheet when attending monthly meetings, clean up days, fundraising events, etc...

The 4-Her will have to increase their point total by 150 points in order to reach the next level award.

## Prizes May Change due to availability.

<b>Levels/Points</b>	<b>Prizes</b>
1. 150	Key Chain (engraved/picture)
2. 300	Picture Frame
3. 450	4-H Umbrella
4. 600	Embroidered Bag
5. 750	Aluminum Water Bottle/Water Bowl
6. 900	Travel Chair
7. 1050	\$25 and Cat Pin
8. 1200	Jacket
9. 1350	Name embroidered on Jacket and gift card
10. 1500	Patch or Pin and gift card



# **Constitution and By-Laws of the Elkhart County 4-H Cat Club Established 2018**

The 4-H Cat Club is organized for the purpose of developing a county-wide club for the 4-H Cat Project in Elkhart County. The club is open to any eligible 4-H member interested in learning about and caring for his/her cat.

## **Article I: Advisory Board**

The Elkhart county 4-H Cat Club Advisory Board is hereby established to consist of 9 members as follows:

1. Four to Six (4-6) elected adult members, (elected from the parent body of the 4-H Cat Club).
2. The club organizational leader/ Fair Board representative.
3. The club assistant organizational leader.
4. The treasurer, (appointed by the board).

**Each board member and leader must complete the 4-H VOLUNTEER INFORMATION FORM and file it with the 4-H Extension office for approval.**

The purpose of the Advisory Board is to help coordinate the club's program with the Elkhart County 4-H Club Corporation and to ensure that the program remains consistent with the general principles and aspirations set forth by that Corporation. The Advisory Board shall also be responsible for the collection, expenditure, and accounting for any funds.

## **Article II: Elections, Officers, & Meetings**

The parents/guardians and leaders of the 4-H Cat Club shall elect four to six (4-6) Advisory Board members. This election shall be held at the awards banquet following the fair. Two to three (2-3) members shall be elected each year for two (2) year terms.

Prior notice and consent must be given by each adult whose name is on the ballot. If an Advisory Board member resigns, or cannot fulfill their term for any reason, the Advisory Board Chairperson, with the Advisory Board's approval, will appoint an adult to complete the term.

The elected officers of the Advisory Board shall consist of a Chairperson, Vice-Chairperson, and Secretary. Elections of Advisory Board shall be conducted at the first Advisory Board meeting following the fair.

Advisory Board members are expected to attend all board meetings, 4-H club monthly business meetings and specially called meetings.

## **Article III: Advisory Board Officers and Leaders**

### **Section One: Chairperson**

The Chairperson will preside at all meetings. They will keep order, call for a vote on all questions that arise, and appoint committees that are needed with the advice and consent of the other Advisory Board members.

#### **Section Two: Vice-Chairperson**

In the event the Chairperson is unable to attend a meeting, the Vice-Chairperson should be notified. The Vice-Chairperson shall have the same powers and conduct the meeting in the absence of the Chairperson.

#### **Section Three: Secretary**

The Secretary shall take minutes of the board meetings and submit a copy to the current Extension Educator. Copies will also be given to Advisory Board members at the next Advisory Board meeting. They shall inform Advisory Board members of all the meetings and handle any correspondence as needed.

#### **Section Four: Treasurer**

The treasurer will be appointed, accept all monies, pay bills promptly and keep records of all money spent. Treasurer shall have approval of Advisory Board members for all major purchases. Advisory Board treasurer will also work with Cat Club treasurer, give a monthly report to the Advisory Board and be responsible for any and all reports or audits for the club.

#### **Section Five: Club Organizational Leader**

Organizational Leader shall work with club officers to produce and conduct monthly business meetings. Leader will run the club in accordance with its guidelines and goals. Leader shall also represent the club as the Fair Board Representative. In the event that the Leader is unable or unwilling to be the Fair Board Representative, the Advisory Board will appoint a member or parent to fulfill the position.

#### **Section Six: Assistant Leader**

The Assistant Leader shall give support and help to the Leader in serving the club. They will fulfill the Leader's duties and responsibilities in the Leader's absence.

#### **Section Seven: Other Adult Leaders and Advisory Board Members**

All other Adult Leaders, Project Leaders and Advisory Board Members shall assist the Organizational Leader with specific projects, general tasks, and club member education.

### **ARTICLE IV: Amendments to the Constitution and By-Laws**

This Constitution and By-Laws may be amended by a 2/3 majority of the 4-H Cat Club Advisory Board members present at the first organizational meeting of the current year. Any questionable amendments put forth may be tabled until the 2<sup>nd</sup> organizational **meeting** of the current year. Before that 2<sup>nd</sup> meeting, the 4-H Cat Club Organizational Leader will get authorization from the Purdue Extension Office before the amendment can be voted on.

### **ARTICLE V: Advisory Board Member Dismissal**

If any officer or member of the Advisory Board does not live up to the 4-H morals and responsibilities, and if he/she proves to be a hindrance to the progress of the 4-H Cat Club, the Advisory Board shall have the right to vote them off the Board by having a 2/3 majority vote of **ALL** members.

In the event an Advisory Board member is dismissed, the Chairperson of the Advisory Board shall appoint a new Advisory Board member to the open Advisory Board position to complete the year. Appointed member shall be selected from the 4-H Cat Club parent body. Elections held at the awards banquet will include

filling this vacated position. The person appointed by the Chairperson to temporarily serve on the Advisory Board may put their name on the ballot to become a duly elected member, if they so desire.

## **ARTICLE VI: 4-H Cat Club Membership**

4-H Cat Club membership is open to any young person meeting the Purdue University Cooperative Extension Service enrollment eligibility requirements. They must also meet the cat ownership guidelines outlined in the Cat Club Handbook.

## **ARTICLE VII: 4-H Cat Club Enrollment**

Online enrollment must be completed annually at [www.in.4honline.com](http://www.in.4honline.com). Enrollment is due on January 15<sup>th</sup> each year. Any late registration must be approved by the Cat Club Organizational Leader.

## **ARTICLE VII: 4-H Cat Club Officers**

The officers of the 4-H Cat Club shall consist of a president, vice-president, secretary, treasurer, devotional leader, and recreational leader. All officers will have the opportunity to help plan the business meeting themes and topics for the current year. Officers are representatives of the 4-H Cat Club and should be willing to set a good example for the other members of the club.

1. **President:** The president shall preside at all 4-H Cat Club business meetings. President will call the meeting to order and guide the meeting in a courteous and tactful way. If president cannot attend a meeting, he/she will arrange to have another officer (usually the vice-president) to preside over the meeting.
2. **Vice-President:** The vice-president needs to be familiar with the duties and responsibilities of the president and be prepared to fulfill those duties in the president's absence. Vice-president should also be available to fill in for other officers when they are unable to attend a scheduled meeting.
3. **Secretary:** The secretary will keep complete and accurate account of all club business meetings such as minutes, reports and membership rolls. Secretary will report minutes from previous meeting at each new meeting and remind president of any unfinished business from the previous meeting. He/she will read correspondence sent to the club and reply when appropriate. Secretary also needs to be ready to preside over business meetings when the president and vice-president are unable to attend.
4. **Treasurer:** Treasurer shall handle club accounts in a business-like way, keeping accounts current and giving accurate reports on the club's financial status at each business meeting. Club treasurer will work with adult treasurer as needed.
5. **Devotional Leader:** Devotional Leader will give a reading or story of positive content at club business meetings. Devotions should relate to the topic of the meeting when possible.
6. **Recreational Leader:** Recreational Leader shall plan a game or activity for each business meeting. He/she will relate the game or activity to the meeting topic when possible.

## **ARTICLE IX: 4-H Cat Club Elections and Meetings**

The officers of the 4-H Cat Club shall be elected at the club awards banquet after the fair. Any member interested in becoming an officer for the following year can have their name put on the ballot. You should plan to attend the banquet if you are running for an officer position, all candidates will be asked to introduce

themselves. If you cannot attend the banquet, your name can still be presented to the members in attendance and voted on.

Officers are expected to attend a planning session with the Club Leaders before the first club business meeting. Officers will choose topics and plan events for the business meetings.

Officers are also expected to attend ALL business meetings. Being a club officer is a commitment. Cat Club business meetings are run by the club officers. If you have other obligations that would prevent you from attending most business meetings, you should consider waiting to run for office when you are able to be in attendance.

We understand extenuating circumstances may keep you from attending a meeting (sickness, family emergency, etc.) However, after missing 2 meetings, you will be put on probation. After the 3<sup>rd</sup> missed meeting, your attendance will be reviewed by the Cat Club Advisory Board. You may be removed and replaced at their discretion.

As an officer you are required to sign an Officer Expectation Form. If you refuse to sign this form you can not be an officer.

## **ARTICLE X: 4-H Cat Club Member Records**

All 4-H Cat Club members must complete the following to receive a 4-H pin and consider the project complete:

1. Complete online enrollment by the designated due date.
2. Complete the required number of activities in the 4-H Cat Club Activity Book.
3. Complete any other requested materials.
4. Activity books and requested materials must be completed and turned in to the adult leaders for grading on the designated due date. If help is needed, members may ask leaders for help completing books and requested materials.

4-H'ers and parents/guardians will be given fair passes **after** activity books and requested materials are turned in to the adult leaders and checked.