

# December

## 4-H Club Meetings

### 4-H Focus

Meetings can be a place where people come together to accomplish much on behalf of a group or organization. It is important to have a process in place so your meeting is productive. Proper management of a meeting is important to assure effective use of everyone's time. In 4-H, we utilize a meeting management process called parliamentary procedure, also known as Parli-pro, to conduct our 4-H business meetings. This is based off Robert's Rules of Order. Parli-pro gives structure, processes, and consistency to each 4-H meeting. It provides a framework for those running the meeting, while enabling participants to have their voices heard. As you participate in meetings with other organizations, you may see similarities in how those meetings are run. This is because Parli-pro is a universal meeting management concept.

### Quote

*"The majority of meetings should be discussions that lead to decisions."*



Patrick Lencioni, American author

### Building Leaders

Running a 4-H meeting can be overwhelming at times, but it doesn't have to be. With proper preparation and the use of parliamentary procedure, 4-H meetings can be easy - and even fun! Utilize the 4-H Club Meeting Script document to help guide the meeting discussion. This document provides speaking prompts for club officers and club members. Additionally, if you are new to the concept of parliamentary procedure, or wishing to hone your skills, reference the [Basic Parliamentary Procedure for 4-H Clubs](#) document. Finally, if you are like most of us, you prefer to learn through a fun and engaging activity. Try out the Parli-Pro Cards document or complete the activities listed on the Having Fun with Parli-Pro document with your club. All documents listed above can be found in the appendix of this guide.

### Learning Life Skills

In 4-H, we are all about providing positive youth development experiences. In order to do that, we follow The Eight Essential Elements of Positive Youth Development. The Essential Elements are summarized into four key concepts:



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Belonging, Independence, Mastery, and Generosity. Each of the eight Essential Elements provides a basis for 4-H programming that assures a positive learning experience is taking place for all youth.

### **Belonging**

- Essential Element: A positive relationship with a caring adult
- Essential Element: An inclusive environment
- Essential Element: A safe emotional and physical environment

### **Mastery**

- Essential Element: Opportunity for mastery
- Essential Element: Engagement in learning

### **Independence**

- Essential Element: Opportunity to see oneself as an active participant in the future
- Essential Element: Opportunity for self-determination

### **Generosity**

- Essential Element: Opportunity to value and practice service to others

Learn more about The Essential Elements of Positive Youth Development by reading [Essential Elements of 4-H](#).

## **4-H Spotlight**

The National 4-H Curriculum database is a fantastic asset for conducting 4-H programming. In this database, there is a curriculum for just about every topic in 4-H. Some curriculum is intended for adults to facilitate the lessons with youth, while other curriculum is self-guided in nature, allowing youth to be in the driver seat of their learning experience (again, going back to the concept of independence). View the National 4-H Curriculum database at: [4-h.org/parents/curriculum/](http://4-h.org/parents/curriculum/).

## **Planning Resources**

Picking the right 4-H project(s) for you can be a challenge. It's like standing in the toy aisle trying to pick just one or trying to find the next show to binge watch on Netflix. There are so many options, yet so little time. However, the following questions should help guide you through the process:

- What are your passions and interests? The sky is the limit, because chances are 4-H has it (or at least something close to it). It's important that your 4-H project(s) excite you, otherwise you might get bored of them.
- What are your career goals? 4-H is a fantastic opportunity for you to test-drive career fields through 4-H project learning. If you don't have career goals yet, that is okay too.
- What are your limits, if any? With anything, it's important that we know our limits, whether time, money, space, etc. However, your answer to this question should not be a final determining factor. Chances are there are still ways for you to participate in a project that fits within your passions and interests. For example, maybe you love horses, but you live in town so you can't own a horse. There are still options for you to be involved in the horse project; maybe you could board your horse at a stable. If that isn't an option due to other limiting factors, you could participate on a Horse Quiz Bowl team or in Hippology, an equine veterinary and management knowledge test. Before you make a final decision to eliminate a 4-H project area due to limits, contact your county 4-H Youth Program Advisor to discuss options.
- Who do you have to support you with your project(s)? Perhaps it's a parent, or 4-H club leader, or 4-H Youth Program Advisor. Regardless of whom you pick, it's important that you have an adult mentor helping to guide you through your 4-H project(s).

Explore project areas in South Dakota 4-H, by visiting: [extension.sdstate.edu/south-dakota-4-h/projects](http://extension.sdstate.edu/south-dakota-4-h/projects).