

## Mellanie L. Mickelson

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**From:** Mellanie L. Mickelson  
**Sent:** Thursday, June 27, 2019 5:01 PM  
**To:** Avery Chabot; Barbara Lang; Cami Schaefer; Cindy Sharp; Danielle Hill; Debbie Barrington; Eileen O'Connor; Gladys Ward; Hillary Long; Janice Dale; Jed Dube; Kim Morriss; Melissa Bullara; Michelle Taylor (mtaylor@elginisd.net); Mindy Torres; Rachel Bauer; Smithville 4-H (Kim Lowery); Stacy Ott; Stephanie Gonzales; Susan Masur; Tiffany Joy Sharp  
**Subject:** June 2019 Club Manager Minute - Chartering Updates & Meeting

Good afternoon and Happy Thursday!

We just returned from Leadership Lab and I wanted to touch base with all of you to let you know that we had 4 Club Managers respond to the survey. The best meeting days for all 4 of those managers were Mondays and Thursdays, so that is what we will work with for now! Let's plan on our first in-person meeting to be on **Monday, July 22<sup>nd</sup>, at 6:00 PM**. I will let you know a location as soon as it is confirmed. We will plan to have a light supper, schedule manager & volunteer trainings (our new publications & requirements will be published in August), work on a County Calendar of events for the 2019-2020 year, and collect your feedback on programming needs. Please RSVP to this email or call our Office to let Stacy or Gladys know if you plan to attend the meeting by Friday, July 12<sup>th</sup>.

I am going to put together an online training video for the Chartering Instructions tomorrow to get everyone started, that way everyone won't have to change schedules on such short notice and will have the next 2-ish weeks to work on chartering and have time to ask questions. I am happy to meet with anyone in person if you would like to do so, as well! There have been a couple of changes made to the chartering paperwork, but other than that it should be pretty straightforward and similar to previous years. **We will also require our independent project clubs to charter, even though they will not have a bank account or officers to ensure that they are covered under our 4-H policies. Club Managers will need to have their charters and supporting paperwork uploaded into 4-H CONNECT under the event "19-20 Charter Application" by 11:59 PM on Friday, July 12<sup>th</sup>.** I will work on reviewing charters that weekend to catch any potential errors. Our office must have charters reviewed and approved at the County Level by 5 PM on Monday, July 15<sup>th</sup>, in order for your club to be listed as active by August 15<sup>th</sup> when the new 4-H year starts. As a reminder, your club will need to be active to accept enrollments for those wishing to participate at the State Fair or Heart O' Texas shows this fall.

Other than that, we'll be sending out an email reminder that Recordbooks wishing to be submitted to District Judging are due back by 12 Noon on Wednesday, July 3<sup>rd</sup>. Our CEO will be closed in observance of Independence Day on both July 4<sup>th</sup> and July 5<sup>th</sup> next week. We should start receiving updates on Major Stock Shows & Contests later in July, as well, and will send that information out as it is received.

Please let me know if you have any questions and have a great week!

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### Mellanie L. Mickelson

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