

Date: July 14, 2005  
To: 4-H Club Officers  
From: Penny Tank, 4-H Program Assistant  
Subject: Officer Training Follow Up Evaluation

We hope your 4-H year is going well and you are getting prepared for the Waupaca County Fair!

Our registration records indicate that you attended 4-H Club Officer Training at the Manawa High School back in November of last year. This is the training where we had individual sessions to help officers learn more about their position of President, Secretary, Treasurer, etc. We also talked briefly about get acquainted games, club calendars, and club budgets.

This year we wanted to do some follow up evaluation after you had a chance to work with your club and use what you learned at Officer Training. To try to make improvements to Officer Training and support club officers, we would appreciate your feedback on the enclosed form.

You do not need to put your name on the form and your responses will be kept confidential. It is ok to ask an adult to help you complete the questions. If you are not sure about a question you can leave it blank. Any feedback you can share about Officer Training would be appreciated.

Please complete the questions and return it in the enclosed stamped envelope by August 5.

Thank you very much for your time.