

# LANGLADE COUNTY 4-H SECRETARY BOOK

*Keep 4-H club secretary book from September 1 to August 31.*

## Order of Contents

1. 4-H Club Story
2. Calendar of Club Activities
3. Adult Leadership Summary
4. Junior Leader and Officer Summary
5. 4-H Club Members' Summary
6. Attendance Record
7. Financial Record
8. Minutes of Club Meeting
9. Pictures of Club Activities (give caption about picture)
10. Newspaper Clippings of Club Activities
11. Certificates, Letters, Programs, etc., on 4-H