

4-H Incorporated Board Member Information

As a 4-H Incorporated Board member, you are required to chair either a Standing Committee or Special Committee. We encourage you to recruit committee members from non-board members. A short description of each committee is below.

Special Committees

- **Livestock Committee:** Line of communication between 4-H Incorporated Board and Species superintendents. Assist with Species meetings throughout the year, workshops, informational meetings, etc. Assist with advising Junior Livestock Board.
- **Exhibit Hall:** In charge of project set-up, supervision of building throughout fair, judge selection, etc.
- **4-H Building:** In charge of project set-up, coordinate with Queen Contest chair, coordinate with volunteers for various 4-H events, supervision of building throughout fair, judge selection, etc.
- **Safety/Security/Trash:** Coordinate fire lane, parking, security, and daily clean-up of fairgrounds during fair.
- **Arena & Equipment:** In charge of set-up, organization, and cleanliness of Show Arena.
- **Auction:** Coordinates and sets up the annual 4-H Foods & Livestock auctions and Consignment Auction, as well as coordinates buyers. Coordinates with local auctioneers to organize consignments for annual 4-H Consignment Auction.
- **Special Events & Fair Lot Rental (2 Chairs):** Tasked with recruiting and securing entertainment and vendors of 4-H Fair. Also responsible for collecting rental monies from vendors and organizing set-up of vendors.
- **Marketing & Advertising:** Promote and advertise for the 4-H Fairgrounds, including rentals, 4-H Fair, and any other events. Works closely with other 4-H Inc. Committees to advertise events.

Standing Committees

- **Budget & Finance Committee:** Defaults to 4-H Incorporated Board treasurer. Organizes budget for committees and assists with 4-H Club audits.
- **Grounds & Future Planning:** Coordinates capital improvements and the future of the grounds.
- **Nominating Committee:** Responsible for recruitment, organizing, and leading the 4-H Incorporated board nominations.
- **Awards Committee:** Organizes and coordinates project, membership, and special Awards during the 4-H Fair.
- **Buildings & Grounds/Maintenance & Upkeep Committee:** Oversees the whole grounds throughout the year, insurance, capital improvements, and restoration and maintenance.
- **Fundraising:** Generate innovative ways to raise monies for general operation.