

## Secretary Book

### Judging Sheet

Club Name: \_\_\_\_\_

Treasurer's Name: \_\_\_\_\_

Year in 4-H: \_\_\_\_\_

Member's Age: \_\_\_\_\_

Secretary Book	E	G	F	NI	Comments
Cover Page					
Minutes					
Roll Call					
Agenda					
Treasurer Report					
Annual Plan/ Calendar					
Bylaws					
Any Additional Documents (optional: photos, Community Service sign up, Fundraiser sign up, Officers, Committee lists, Demonstration Schedule)					
Organized					
Neat					