

Kansas



*So you are*

**HISTORIAN**

*of your club . . .*



### Tips for Being a Good Leader

1. Be a team player
2. Be thoughtful of others
3. Be helpful
4. Be a good sport
5. Be reliable and responsible
6. Celebrate others' success
7. Be fair
8. Have fun with 4-H!!!

**C**ongratulations! Now that your club has elected you as the historian, you, and all other officers of your 4-H club are representatives. You represent not only the local club, but also the 4-H program throughout the state. Your skills and abilities, standards and ideals, grooming, speech and even smiles represent Kansas 4-H members. Representing others is one of your most important responsibilities because it exists at all times — not just while you are at 4-H events.

### Historian Job Description:

- Keep a record of the club's accomplishments and activities for the year.
- Collect items such as pictures and news clippings about the club and its members.
- Organize a scrapbook to tell the club's story for the year.
- Make the scrapbook meaningful to members and future members.
- Make the book compact but complete by including items only if they involve the club directly or members of the club.

### Guidelines for Historians

- The cover of the historian's book should be durable so it will last several years.
- Pages need to be securely fastened in the book.
- Items entered in the book should be in good condition and fastened securely.
- The historian's book tells the story of the club for that year. The following is a list of items that would be helpful in telling your story. Be sure to include any additional items your club feels are important.
  - Title page
    - Club name
    - Year
    - Historian's name
  - Group members, officers, leaders
  - A photocopy of your club charter
  - Clippings
  - Pictures
  - Goal setting for club recognition form (if used)
  - Ribbons (only if a group award)
  - Special correspondence
  - Secretary's book
  - Treasurer's book
  - Story
- The historian's book should be accurate and neat.

### Practice for Historians

#### *Examples:*

#### **A correctly labeled picture**



**Mary Jones paints a sun catcher during arts and crafts at 4-H camp. She said it was fun to meet 4-H'ers from other counties.**

#### **A paragraph describing family fun night:**

Family fun night was a special activity our club hosted May 10, 2004, at the city park. Each member invited his or her family to a potluck meal followed by fun and games. We wanted each of our family members to feel like a part of our 4-H club.

#### **Which of these would you include in the historian's book?**

- \_\_\_ A picture of your club's delegates to the state 4-H conference.
- \_\_\_ Tickets to your club's magician show.
- \_\_\_ An invitation to the county roller-skating party.
- \_\_\_ A news article listing county fair ribbon winners.
- \_\_\_ The program your group designed for the county fashion revue.
- \_\_\_ A thank-you from the city for your group's work at the baseball field.
- \_\_\_ A napkin from your group's family fun night.

(Answers on back page.)

## Your Club's History

It is important that current club members understand not only how 4-H came to be but how your club originated. As historian, it is a good idea to present your club's history. If you don't have anything written down already, see the tips in the sidebar for finding information. You could even have a birthday party for your club in the month it was founded by presenting the history and having birthday cake. General information about 4-H is available from the state 4-H office or your extension agent.

The historian's book is important because

### Sample historian's book page:



**Sydney Smith brushes her bucket calf before the show at the county fair. Several club members exhibited livestock at the fair.**

# At the Fair

Blue ribbons were abundant in 2004, as all 34 members of the Clover Clan 4-H Club exhibited at the county fair. The 56<sup>th</sup> fair, which was held from June 20 to June 25, was the first at which all members of the club exhibited. In addition, member Karen Brown was crowned fair queen. She is the first club member to win this honor since 1985.

future generations of 4-H'ers will want to see what the club's former members participated in and how 4-H has changed. In order to make the historian's book interesting, you can use scrapbook techniques and materials found in your local craft store. The sample shows a picture of a club member and has a description of some important events from the county fair. Be sure to include last names when labeling pictures and use exact dates. If using digital pictures, be sure to print them on photo quality paper so they will stay clear longer. Store all the historian's books in a dark and dry area to avoid mold and yellowing of the pages.



### Tips for finding club history:

- Ask members' parents who grew up in the area or were members of the club.
- Go to the local museum. Most counties have at least one museum with local historical information. Check old high school yearbooks for information on charter members.
- Check out *Kansas 4-H: The history of head, heart, hands, and health, 1906-1993* by Betty Lou Denton from your county/district K-State Resarch and Extension office, if a copy is available.
- Ask your extension agent or former agents from your county/district.

## More Practice Problems

Make a list of three activities your group participated in last year. Write a short paragraph about each for the historian's book.

1. \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
2. \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
3. \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

### Answers:

Include these in your historian's book:

- A picture of your group's delegates to the state 4-H conference.
- A news article listing county fair ribbon winners. (Highlight club members.)
- The program your group designed for the county fashion revue.
- A thank-you from the city for your group's work at the baseball field.

Note: If you wish, you may include all the items listed, but be sure to include pictures and captions because a ticket or a napkin by itself does not tell a story.

This publication is adapted by:

**Katherine Kramer**  
4-H Youth Development Intern

**James P. Adams**  
Associate Professor,  
4-H Youth Development

Reviewed by:

**Diane Mack**  
Extension Specialist,  
4-H Youth Development

**Beth Hinshaw**  
Extension Specialist,  
4-H Youth Development

**Rod Buchele**  
Extension Specialist,  
4-H Youth Development

from a set of officer training materials produced by the Cooperative Extension Service, Iowa State University, Ames, Iowa.

Brand names appearing in this publication are for product identification purposes only. No endorsement is intended, nor is criticism implied of similar products not mentioned.

Publications from Kansas State University are available on the World Wide Web at: [www.oznet.ksu.edu](http://www.oznet.ksu.edu)

Contents of this publication may be freely reproduced for educational purposes. All other rights reserved. In each case, credit James P. Adams, *So You Are Historian of Your Club*, Kansas State University, June 2005.

**Kansas State University Agricultural Experiment Station and Cooperative Extension Service**

4-H 475 Rev.

June 2005

K-State Research and Extension is an equal opportunity provider and employer. Issued in furtherance of Cooperative Extension Work, Acts of May 8 and June 30, 1914, as amended. Kansas State University, County Extension Councils, Extension Districts, and United States Department of Agriculture Cooperating, Fred A. Cholick, Director.