



Fond du Lac County UW-Extension

400 University Drive
Suite D3, Room AE-227
Fond du Lac, WI 54935-2998

Phone: 920-906-4623
Fax: 920-906-4638
Dial 711 for Wisconsin Relay
<https://fonddulac.extension.wisc.edu/>

June 24, 2025

Dear 4-H Leader,

We welcome your **submissions** for the 4-H Friday **newsletter**! Please send your articles and photos to go.wisc.edu/2665ok

The **Silent Auction** generates thousands of dollars for the Fond du Lac County 4-H Endowment Fund. In turn, the interest from the Endowment Fund supports the activities of 4-H members. Each club is asked to donate an item to the silent auction, volunteer to help man the area, and secure donations from three businesses in your area. Let Cindy Koffman know ahead of time how your club will be involved, so space for auction items and volunteer time slots may be allocated. Call her at (920) 477-5006. Sign up to help man the silent auction tables at go.wisc.edu/49m4rj.

Adult Leaders Raffle - **Tickets are due at the Extension office by June 27.** Please turn in one check made payable to the Fond du Lac 4-H Adult Leaders Assn. Any unsold tickets must also be returned to the office. The raffle drawing will be Sunday, August 20, 2025, at the Adult Leaders meeting. If you would like any of the unsold extra tickets, please reach out to the office to arrange a pickup.

Save the date for the **August Adult Leaders Meeting**- Wednesday, August 20 at 6:30 pm, starting with the Fair Feedback session, followed by the meeting.

Summer Camp Update - We are still seeking volunteers who would like to be part of the 2025 Day Camp Committee. If you know of individuals who would be a great fit for Cloverbud Day Camp, Art Day Camp, LEGO Camp, STEM Camp, Around the World Camp, or Cardboard Day Camp opportunities, please contact Tracy at tracy.keifenheim@wisc.edu. More info on camps can be found at: fonddulac.extension.wisc.edu/events-activities

Fond du Lac County Fair Updates & Information

Fair Office: The office is now open. Office hours: Monday, Wednesday: 8 am- 3:30 pm and Tuesday, Thursday, Friday: 8 am- 4:30 pm. Contact the office at 920-929-3168 or office@fonddulaccountyfair.com

Fair Updates

- Pre-fair judging: Thursday, July 10 & Tuesday, July 15 - will take place in the Expo Building
- Tag Pick up: Starting June 23
- Fair tag changes: Due July 2
- **Open Class:** Tuesday July 15, check in 9 am-1 pm, judging 1:30-4 pm
- Antique show: Tuesday, July 15, check in 8:30-10:30 am, judging at 1 pm
- Updated Judging Times: Ceramics: 4-7pm; Clothing Knitting and Crocheting: 4-7pm; Home Furnishings and Child Development: 3-7pm

4-H Graduation and Recognition Ceremony will be held in the Expo Building at the fairgrounds on Sunday, July 20, at 2:00 pm. Key award winners and scholarship recipients will also be recognized. Please encourage 4-H youth in grades 12 & 13 to fill out the graduation survey to help the Extension staff plan and prepare for graduation: go.wisc.edu/2p3385. If you know of youth who are not continuing the extra year after high school, please let the office know.

Foodstands- Adult Leaders & TLA: Please review the available slots for the Adult Leader Stand and click on the button in Sign-up Genius to select a shift: go.wisc.edu/6535pp. To view schedule of selected club slots, visit go.wisc.edu/jq89df. Proceeds from the Adult Leader Food Stand support annual countywide 4-H Programs and scholarship opportunities. These include: Family Learning Day, Summer Camps, Trips, and Scholarships. Thank you for helping staff the food stand. To sign up for shifts to work the TLA Foodstand (located in the Rec Building) please visit: go.wisc.edu/rqj3nq

Summer is here. Below are Wisconsin 4-H policies regarding water safety:

- Lifeguards are required when youth are swimming or participating in water-related activities including canoeing, kayaking, and boating. This includes all swimming such as at camp, a club-sponsored activity, at a hotel, lake, or personal residence.
- Lifeguards must be certified.
- A lifeguard must be at least 16 years of age and have the appropriate current certification (Lifeguard Training, First Aid, and CPR/AED).
- Beach lifeguards need to have water safety instructor certification from the American Red Cross or equivalent instruction.
- One lifeguard is needed for every 25 people in the water.
- One adult (not necessarily lifeguard certified) for every 10 youth is needed for overall supervision.
- The best practice is to swim where lifeguards are provided by the facility or site.
- Personal Flotation Devices (PFDs) are required for all when canoeing, kayaking, and boating.

Parade Policy: Wisconsin 4-H is committed to providing safe and healthy environments for youth and adults participating in 4-H programs and activities. Preparing floats and participating in parades can be a fun way to promote 4-H, AND there are risks associated with these activities. The 4-H Parades Policy outlines expectations for managing risk associated with vehicles used in parades, as well as youth and adults riding on vehicles or walking in the parade: go.wisc.edu/pg92nl

More information can be found here for 4-H policies: <https://4h.extension.wisc.edu/resources/wisconsin-4-h-policies/>

Annual Financial Report: Checking or Savings Accounts for 4-H Clubs and Groups*

All 4-H Clubs and Groups that have a checking and/or savings account must complete the Articles of Organization and have an Employee Identification Number before any accounts can be opened.

In addition, 4-H Clubs and Groups that have a checking and/or savings account must annually complete and submit the following documents to the 4-H Program Educator by **September 1**:

1. Wisconsin 4-H Clubs & Groups [Annual Financial Report](#)
2. Wisconsin 4-H Clubs & Groups [Audit Checklist](#)
3. A copy of the checkbook and/or savings registry covering July 1 – June 30
4. A copy of the bank statement ending June 30 or July 1 for each account. Any differences between the bank statement(s) and the ending balance reported must be reconciled and the reconciliation must be uploaded with the Annual Financial Report.
5. A current [inventory](#) of land, buildings, property, or project equipment with individual values of \$2,000 or greater.
6. Monthly Treasurer's Reports for 4-H Clubs or Groups with annual income greater or equal to \$20,000.

This process allows the 4-H Club or Group to qualify for federal tax-exempt status under the University of Wisconsin Board of Regents General Exemption Number (GEN) for Wisconsin 4-H Clubs and Groups.

Failure to submit a completed Wisconsin 4-H Clubs & Groups Annual Financial Report and supporting documents by the due date could result in loss of tax-exempt status and forfeiture of all financial assets.

**Please note that 4-H Clubs and Groups are not required to have a checking and/or savings account.*

Resources

- [NEW Annual Financial Report webpage:](#)
- [Audit Instructions](#) provide general guidance on how to conduct an audit.
- [How to Save a Fillable PDF Form](#)

Certificate of Insurance: On occasion, we have received requests for a certificate of insurance. This often happens because 4-H is using someone else's facilities (i.e. school, church) and the facility wants proof there is insurance coverage. Contact Tracy and provide the following information:

- What is the event
- The date of the event
- Location/address of the event
- The name, address, and e-mail of the person to send the certificate to

We will send this information to the UW-Madison risk manager. They will send the certificate to me. You need to allow plenty of time for this chain to be followed when asking for a certificate. We suggest a **minimum of 3 weeks for process time**. Separate certificates are needed for each location of an event.

Upcoming Events/Activities:

July:

- 1-2 **Around the World Camp**, 9am-3pm, Fond du Lac County Campus
- 4 **Extension Office Closed**
- 8 **Small Animal Project Showmanship Clinic**
- 10 **Dog Obedience Classes** 5:00 pm Beginners, 5:45 pm Returning, Fairgrounds Cow Palace
- 10 **Pre-Fair Judging**, 1-7 pm, Fond du Lac County Fairgrounds
- 13 **Market Livestock Prefair Meeting**, 1 pm, Fond du Lac County Fairgrounds
- 13 **Market Livestock- Club Barn Set up**, 8 am – 5 pm
- 14 **Market Livestock- Club Barn Set up**, Barns will be open 8 am
- 15 **Market Livestock Weigh-Ins:**
 - Swine** - 8-11 am, Sheep/goat/swine barn
 - *Don't forget your PRRS/PEDv negative test (done within 90 days of the fair) and health certificate (done within 30 days of the fair). Both MUST be completed according to the 2025 Fond du Lac County Fair book.*
 - Beef** - 9-11 am, Beef barn-southeast corner
 - Sheep and goats** - 12-1 pm, Sheep/goat/swine barn
 - *Sheep and Goat Form must be completed by July 1. (See FDL County Fair website→Exhibitors.)*
- 15 **Market Livestock Prefair Meeting**, 3 pm, Fond du Lac County Fairgrounds
- 15 **Pre-Fair Judging**, 1-7 pm, Fond du Lac County Fairgrounds
- 16-20 **Fond du Lac County Fair**
- 20 **4-H Graduation**, 2:00 pm, Fairgrounds Expo Building
- 22 **Beef Carcass Show**, 7 pm, Becks Meat Market
- 23 **Swine Carcass Show**, 7 pm, Loehrs Meat Market
- 23 **Cloverbud Day Camp: Out of this World**, 9am-3pm, Fond du Lac County Campus
- 29-31 **STEM Day Camp - CSI**, 9 am- 3 pm, Fond du Lac County Campus
- 31 **WI State Fair**

August:

- 1-10 **WI State Fair**
- 4-6 **Art Day Camp**, 9 am - 3 pm, Fond du Lac County Campus
- 5 **National Night Out**, 4-7 pm, Fond du Lac County Fairgrounds
- 6-7 **Alto Fair**
- 13 **Cloverbud Day Camp: Outdoor Survival**, 9 am - 3 pm, FDL County Campus
- 19-21 **Cardboard Camp**, 9 am -12:30 pm, Fond du Lac County Campus
- 19-21 **LEGO Camp**, 1 pm - 4:30 pm, Fond du Lac County Campus
- 20 **Adult Leader's Association Meeting**, 6:30 pm, Fond du Lac County Campus
- 26 **Teen Leader's Association Meeting**, 6:45 pm, Rolling Meadows Meeting Room

Sincerely,



Tracy Keifenheim
4-H Program Coordinator
UW-Madison Division of Extension, Fond du Lac County
cc: Executive Board, TLA Advisor, Horse Project President
enc: Annual Financial Report, Audit Checklist, Inventory