



To: District 11 County Extension Agents

From: Donnie Montemayor, District Extension Administrator – District 11
Jt McClellen, District 11 4-H Specialist

Date: May 31, 2024

Subject: District 11 4-H Record Book Judging

District 11 4-H Record Book Judging will be conducted on Thursday, July 11, 2024, at the 4 different district locations from 9:00 a.m. to 4:00 p.m. ALL COUNTY EXTENSION AGENTS will be needed to assist with judging. Please arrive by 9:00am so orientation can start promptly at 9:15am. Counties will be assigned judging locations. Please come prepared to stay until 4:00 p.m. to ensure adequate time to complete judging. Volunteers will be utilized this year. Please fill out the attached volunteer recruitment form and submit it to the District office (Jt McClellen) by June 28, 2024.

Information for 2024:

1. Books will need to be delivered by 10am on July 10, 2024, to the Victoria County Activity Center for sorting. You may also coordinate with one of the location facilitators to drop your books off with them to be sorted that day.
2. Participants will turn in a disposable copy of their record book. Ensure a label with the name, category, county, and age division is included in the top right-hand corner of the check sheet. Copies will be destroyed by each location facilitator at the completion of judging. Scoresheets will be sorted by the district office and emailed to counties the following week.

The dress for Record Book Judging is casual and comfortable (but professional). We will be providing morning and afternoon refreshments, in addition to lunch.

This letter serves as your authorization to travel for Record Book Judging charging expenses to your regular travel account.

Sincerely,

Donnie Montemayor
District Extension Administrator

Jt McClellen
Extension Program Specialist 4-H

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Attachment