Check the box of whose responsibility it is to complete the task.

|  |  |  |  |
| --- | --- | --- | --- |
| **Task** | **Superintendent**  | **Junior Superintendent** | **Both** |
| Newsletter Updates |  |  |  |
| Record Book Checks/Workshops |  |  |  |
| Organizing Project Workshops |  |  |  |
| Fair Exhibitor Handbook Update |  |  |  |
| Attending Committee Meetings |  |  |  |
| Contacting/Reminding Members |  |  |  |
| Recruiting New Project Volunteers |  |  |  |
| Helping with Fair Events |  |  |  |
| Helping with County Events |  |  |  |
| Communicating with the Extension Office |  |  |  |
| Reaching out to other communities in Lewis and Clark County |  |  |  |
| Developing Fundraising Opportunities |  |  |  |
| Other: |  |  |  |
| Other: |  |  |  |
| Other: |  |  |  |

Check the box of whose responsibility it is to complete the task.

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| --- | --- | --- | --- |
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| Other: |  |  |  |
| Other: |  |  |  |