Russell Area Club Duties
for Fair Clean-Up/Set-Up

Wednesday, July 17th, 6:00p.m.
(unless noted differently)
Duties are rotated every 2 years.
Bring Cleaning Supplies. NOTHING will be provided!

KITCHEN & FOOD STAND                         Alicia Boss
(4-H Building Exhibits when finished)           Wolf Creek Valley 4-H Families
Items to Bring: Mops, Brooms, and Cleaning Rags
Before Fair: Move freezers, refrigerator, pie case, steam table, etc. from store room to 4-H Food
Stand area. Set-up chairs and tables for Food Stand. Clean up Kitchen and Dining Area.
After Fair: Return Freezers, etc. to Store room, Clean kitchen and dining area. Return tables and
chairs.

4-H BUILDING EXHIBIT AREA                      4-H Building Superintendents & Assistants
(need extra help from everyone)                Lone Star 4-H Families
Items to Bring: Rags, Scissors, tie wire, small tools, and vacuum cleaners. Large flatbed trailer to
haul needed items from Poultry Barn to 4-H Building.
Before Fair: Clean and arrange showcases and place paper on shelves. Assemble and place booths
and display shelves according to floor plan. Put up bulletin boards. Move miscellaneous items from poultry
barn if necessary.
After Fair: Bring Pick-ups and low trailers for returning equipment to poultry barn. Clean out showcases.
Remove shelves and place on bottom of showcases. Dismantle all display equipment and booths. Return
showcases to storeroom.

HOG BARN & WASH RACKS                         Swine, Sheep, and Goat Superintendents & Assistants
(4-H Building when finished)                   Sunflower 4-H Families
Items to Bring: Brooms, hoses, shovels, small tools, rags
Before Fair: Take out plugs in drains and store in hog barn office. Clean up and hose down hog barn,
cattle wash-racks, and bleachers. Put lightbulbs in hog barn and all other outside bulbs of livestock
barns/buildings (bulbs can be picked up from North Room)
After Fair: Clean up and hose down hog barn, cattle wash racks and bleachers. Replace plugs to
drains. Take out all above mentioned light bulbs and store in the 4-H Building storage room.

POULTRY RABBIT BARN                          Poultry, Rabbit, Beef, and Horse Superintendents & Assistants
(4-H Building when finished)                   Big Creek 4-H Families
Items to Bring: Pliers, hammers, brooms, and shovels
Before Fair: Clean out planks, panels, etc. from poultry barn and set up crates. Clean Floor. Set up
judging table and area.
After Fair: Suggest Poultry Barn be cleaned and prepared for storage prior to scheduled “Clean-Up
Time” perhaps after auction on Friday evening (not always feasible if birds/rabbits need to be picked up).
Clean and hose down crates and replace for storage.

CATTLE BARN                                 Big Creek 4-H Families
(4-H Building when finished)                   Big Creek 4-H Families
Items to Bring: Rakes, brooms, pitch forks, shovels and small tools
Before Fair: Clean out stalls and put in lights. Clean out cattle barns. Sweep concrete alley and rake
sand as needed. Place trash barrels around livestock building area.
After Fair: Clean out stalls and remove and store neon light tubes. Clean out and rake sand in cattle
barns. Sweep Alley. Return trash barrels to storage in cattle barns.

GROUNDS CLEAN UP                             ALL 4-H MEMBERS
Garbage bags are available at the 4-H building, you need to wear gloves. After fair, pick up all trash on
the grounds and put in garbage bags, place in dumpster south of 4-H building.
*Bleacher/Arena Area— Lone Star   *South of Horse Barn to Park—Wolf Creek Valley
*North of 4-H Building and Armory— Big Creek  *East & South of 4-H Building— Sunflower