

CONSTITUTION  
of  
ST. CHARLES COUNTY  
4-H JUNIOR LEADER CLUB  
\* Revised and Adopted 1990 \*  
\* Amended 1994 \*  
\* Amended 1998 \*  
\* Amended 2005 \*

ARTICLE I: This organization shall be known as the St. Charles County 4-H Junior Leader Club.

ARTICLE II: The objectives of this organization shall be:

1. To provide opportunities for teenage 4-H members to broaden acquaintances and gain new experiences in group effort.
2. To strengthen local clubs to which members of the county group belong by developing their leadership, communication, and decision-making skills and their ability to use these skills to help others.
3. To provide a working group for special 4-H functions or activities.
4. To practice and teach good citizenship by doing community service.

ARTICLE III: Qualifications for Membership:

1. The St. Charles County Junior Leader Club does not discriminate on the basis of race, color, national origin, sex, sexual orientation, religion, age, disability or status as a Vietnam-era veteran in employment or programs.
2. Membership will be automatically terminated when one ceases to be enrolled in his or her home club in the Leadership Project.
3. All 4-H members, ages 12-18 (as of January 1), who wish to become Junior Leader Club members, must complete a membership form before or not later than the October meeting. (EXCEPTION: Those joining 4-H at a later date).

ARTICLE IV: Officers:

The officers shall be President, Vice President, Secretary, Treasurer, Parliamentarian, Council Representative, and Reporter/Photographer. Nominees for officer must be 14 or older and have completed one full year as a Junior Leader member. (The Executive Committee has the right to waive the age requirement if necessary).

1. Duties of officers are as follows:
  - a. The President shall preside at all meetings of the Junior Leader Club.

- b. The Vice-President shall perform the duties of the President in the event of his or her absence. He or she shall be responsible to greet new members and provide get-acquainted activities when needed.
  - c. The duties of the Secretary shall be to:
    - 1. Keep accurate minutes of each Junior Leader Club and Executive Committee meeting, and read same at the next business meeting. Copies of minutes shall be provided for Extension office files.
    - 2. Call the roll at each meeting of the club.
    - 3. Take care of necessary Junior Leader correspondence.
  - d. The duties of the Treasurer shall be to:
    - 1. Write checks, make deposits, and keep an accurate account of all money received and disbursed.
    - 2. Make a financial report at each Junior Leader Club meeting.
    - 3. Serve as a member of the Fun Festival committee.
  - e. The duty of the Reporter/Photographer shall be to:
    - 1. Write a newspaper release of the Club meeting and submit to the Extension office for release to newspapers.
    - 2. Take pictures and keep a photographic record of Club activities.
2. Officers shall be nominated in August and elected in September.
  3. Any member nominated must have completed their previous year's Leadership plan.
  4. Any officer that does not fulfill their duties shall be subject to removal by the executive committee under supervision of club advisors.
  5. No officer can serve more than one consecutive term in the same office.
  6. Any officer failing to promptly attend two consecutive meetings without a reasonable excuse shall be automatically out of office.

#### ARTICLE V: Executive Committee

1. The present officers shall constitute the Executive Committee.
2. The past president, advisors, and Extension Youth Staff, shall be ex-officio members.

#### ARTICLE VI: Standing Committees

Positions on standing committees shall be filled voluntarily and/or appointed by the President or advisor(s) and shall serve for the entire year. An officer shall serve as committee chairman on each committee. Committee chairman will be appointed by the President or advisor(s) immediately following the election of officers.

The standing committees shall be:

- Fun Festival Committee
- Exchange Trip Committee
- Social Committee
- Leader's Banquet Committee
- Program Committee

Other committees may be appointed by the Executive Committee as needed.

#### ARTICLE VII: Meeting Date

There shall be monthly meetings of said organization the fourth Tuesday of the month unless otherwise stated. The place of the meeting shall be at the Extension Center unless otherwise announced.

#### ARTICLE VIII: The Adult Advisors

The Club shall elect one or more adult advisors in September of each year. Advisors may be re-elected.

#### ARTICLE IX: Club Sponsored Exchange Trips & Events – Amended: 1994; 1998; 2005

1. Requirements for eligibility for exchange trips are as follows:
  - a. Members must be enrolled in a Leadership Project in their club
  - b. Complete all required forms
  - c. Attend a majority of that year's meetings
  - d. Assist on club fund raising events
  - e. Participate in a majority of club-sponsored events
  - f. Must be 14 years of age or older by January 1, current year to travel
  - g. Must pay 40% to 50% of travel fare
  - h. If we have more delegates than the host state can handle, applications will be accepted on a first come, first serve basis.
2. Delegates will be chosen in accordance with points system as set up by the Junior Leader Club Executive Committee and Youth Staff.
3. Participants who travel on an interstate exchange trip will be expected to host the following year.
4. The distance of travel on any such trip or event will be determined by the amount of funds available and a vote of the County 4-H Junior Leader Club.
5. If delegate cancels for any reason they must reimburse Junior Leader Club for total cost of Junior Leaders expenses.

## **EXCHANGE TRIP HOSTING RULES**

All night parties are to be planned by Junior Leader Advisors and 4-H Staff in conjunction with Exchange Trip Committee members only and after contacting chaperones of the state being hosted.

When all night parties are scheduled events, they are to be lock-ins with adequate number of chaperones.

Once schedule of events has been approved, changes must be approved by Executive Committee, Junior Leader Advisors, and 4-H Staff.

Hosts must stay with their delegates during events scheduled. Keep in mind they are your guests and you are to entertain them.

Junior Leader and their parents must be home during all of exchange trip.

Host families must reside within St. Charles County.

### **ARTICLE X: Amendments**

This constitution may be amended by a two-thirds vote of all present at a regular meeting or special meeting called for that purpose, providing that thirty days advance notice be given of proposed changes.

### **ARTICLE XI: Meeting Cancellation**

In the event a Junior Leader Club meeting is to be cancelled, a phone chain will be initiated to let all members know.